COUNCILMEMBERS
Melissa Hernandez, Mayor
Michael McCorriston, Vice Mayor
Jean Josey, Councilmember
Dr. Sherry Hu, Councilmember
Kashef Qaadri, Councilmember

DUBLIN
CALIFORNIA

City Council Chamber
Dublin Civic Center
100 Civic Plaza
Dublin, CA 94568
www.dublin.ca.gov

Regular Meeting of the

DUBLIN CITY COUNCIL

Tuesday, June 6, 2023

Location: City Council Chamber
100 Civic Plaza
Dublin, CA 94568

CLOSED SESSION 6:30 PM
REGULAR MEETING 7:00 PM

Additional Meeting Procedures

This City Council meeting will be broadcast live on Comcast T.V. channel 28 beginning at 7:00 p.m. This meeting will also be livestreamed at www.tv30.org and on the City's website at: https://dublin.ca.gov/ccmeetings

Members of the public who wish to participate in the meeting electronically have the option of giving public comment via Zoom, subject to the following procedures:

□ Fill out an online speaker slip available at www.dublin.ca.gov. The speaker slip will be made available at 10:00 a.m. on Tuesday, June 6, 2023. Upon submission, you will receive Zoom link information from the City Clerk. Speakers slips will be accepted until the public comment period ends, or until the public comment period on non-agenda items is closed.

□ Once connected to the Zoom platform using the Zoom link information from the City Clerk, the public speaker will be added to the Zoom webinar as an attendee and muted. The speaker will be able to observe the meeting from the Zoom platform.

□ When the agenda item upon which the individual would like to comment is addressed, the City Clerk will announce the speaker in the meeting when it is their time to give public comment. The speaker will then be unmuted to give public comment via Zoom.

CLOSED SESSION

I. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Paragraph (1) of Subdivision (d) of Section 54956.9)
Name of case: *City of Dublin v. Dahlin Group, Inc., et al.,* Alameda County Superior Court Case No. RG21087601

II. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case.

REGULAR MEETING

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. REPORT ON CLOSED SESSION

3. ORAL COMMUNICATIONS

3.1 Employee Introductions

New City of Dublin Staff members, Monet Khanyahl, Summer Intern in the Communications Division of the City Manager's Office and Andrew Powell, Summer Intern in the Public Works Department, will be introduced.

STAFF RECOMMENDATION:

Welcome the new City of Dublin Staff members.

Staff Report

3.2 Recognition of 2023 Dublin Pride Week Contest Winners

The City Council will recognize the winners of the 2023 Dublin Pride Week Photography, Poster, and Essay Contests.

STAFF RECOMMENDATION:

Recognize the contest winners.

Staff Report

Item 3.2 - PowerPoint Presentation

3.3 Public Comment

At this time, the public is permitted to address the City Council on non-agendized items. Please step to the podium and clearly state your name for the record. COMMENTS SHOULD NOT EXCEED THREE (3) MINUTES. In accordance with State Law, no action or discussion may take place on any item not appearing on the posted agenda. The Council may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the City Clerk's Office related to the proper procedure to place an item on a future City Council agenda. The exceptions under which the City Council MAY discuss and/or take action on items not appearing on the agenda are contained in Government Code Section 54954.2(b)(1)(2)(3).

4. CONSENT CALENDAR

Consent Calendar items are typically non-controversial in nature and are considered for approval by the City Council with one single action. Members of the audience, Staff or the City Council who would like an item removed from the Consent Calendar for purposes of public input may request the Mayor to remove the item.

4.1 Approval of the May 9, 2023 Special City Council Meeting and May 16, 2023 Regular City Council Meeting Minutes

The City Council will consider approval of the minutes of the May 9, 2023 Special City Council Meeting and May 16, 2023 Regular City Council Meeting.

STAFF RECOMMENDATION:
Approve the minutes of the May 9, 2023 Special City Council Meeting and May 16, 2023 Regular City Council Meeting.
Staff Report
Attachment 1 - May 9, 2023 Special City Council Meeting Minutes
Attachment 2 - May 16, 2023 Regular City Council Meeting Minutes

4.2 Avalon West Dublin Public Art Installation Agreement and First Amendment to the Agreement for Long Term Encroachment for Landscape Features Tract 8460, Avalon West Dublin

The City Council will consider approving the Avalon West Dublin Public Art Installation Agreement (Art Agreement). The Art Agreement formalizes the Public Art design, construction, and installation obligations. The City Council will also consider approving the First Amendment to the Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin (Amended Encroachment Agreement). The Amended Encroachment Agreement incorporates changes consistent with the Art Agreement and includes property owner responsibility for additional decorative features within the St. Patrick Way street right-of-way.

STAFF RECOMMENDATION:
Adopt the **Resolution** Approving the Avalon West Dublin Public Art Installation Agreement and adopt the **Resolution** Approving the First Amendment to the Agreement for Long Term Encroachment for Landscape Features Tract 8460, Avalon West Dublin.
Staff Report
Attachment 1 - Resolution Approving the Avalon West Dublin Public Art Installation Agreement
Attachment 2 - Exhibit A to the Resolution - Avalon West Dublin Public Art Installation Agreement
Attachment 3 - Resolution Approving the First Amendment to the Agreement for Long Term Encroachment for Landscape Features Tract 8460, Avalon West Dublin
Attachment 4 - Exhibit A to the Resolution - First Amendment to the Agreement for Long Term Encroachment for Landscape Features Tract 8460, Avalon West Dublin
Attachment 5 - Agreement for Long Term Encroachment for Landscape Features Tract 8460, Avalon West Dublin

4.3 Amendment to the Memorandum of Understanding for the Dublin Place Shopping Center

The City Council will consider approval of a third amendment to the Memorandum of Understanding with ASVRF 7300 Amador, LP, ASVRF Dublin Place, LP, and ASVRF 6960 Amador, LP regarding Dublin Place Shopping Center. The Amendment includes an 18-month term extension.

STAFF RECOMMENDATION:
Adopt the **Resolution** Approving a Third Amendment to the Memorandum of Understanding (Dublin Place Shopping Center).
Staff Report
Attachment 1 - Resolution Approving a Third Amendment to the Memorandum of Understanding (Dublin Place Shopping Center)
Attachment 2 - Exhibit A to the Resolution - Third Amendment to the Memorandum of Understanding (Dublin Place Shopping Center)

Attachment 3 - Resolution No. 107-19 Approving a Memorandum of Understanding Regarding Dublin Place Shopping Center
Attachment 4 - Resolution No. 26-21 Approving a First Amendment to the Memorandum of Understanding (Dublin Place Shopping Center)
Attachment 5 - Resolution No. 30-22 Approving a Second Amendment to the Memorandum of Understanding Regarding Dublin Place Shopping Center

4.4 Amendment to the Agreement for All City Management Services Inc.

The City Council will consider approving the amendment to the agreement with All City Management Services to add crossing guards for the remainder of the 2022-23 school year.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the Amendment to the Agreement Between the City of Dublin and All City Management Services Inc.

Staff Report
Attachment 1 - Resolution Approving the Amendment to the Agreement Between the City of Dublin and All City Management Services Inc.
Attachment 2 - Amendment #1 to Contract Services Agreement Between the City of Dublin and All City Management Services Inc.

4.5 Agreement with ConvergeOne, Inc. for the Purchase of Technology Equipment and Services

The City Council will consider approving an agreement with ConvergeOne, Inc. for technology equipment and services.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the Agreement with ConvergeOne, Inc. for the Purchase of Technology Equipment and Services.

Staff Report
Attachment 1 - Resolution Authorizing the Purchase of Technology Equipment and Services from ConvergeOne, Inc.
Attachment 2 - Exhibit A to the Resolution - Consulting Services Agreement Between the City of Dublin and ConvergeOne, Inc. for Technology Equipment and Services
Attachment 3 - CMAS Contract #3-23-01-1032
Attachment 4 - SYNNEX NCPA Contract #01 -97
Attachment 5 - NCPA Contract #01-97 - 2024 Extension
Attachment 6 - NCPA Contract #01-97 - Authorized Reseller List

4.6 Agreement with Lanlogic, Inc. for the Purchase of Information Technology Services and Related Equipment

The City Council will consider approving a three -year agreement with Lanlogic, Inc. for the purchase of information technology services and related equipment.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the Agreement with Lanlogic, Inc. for Information Technology Services and Related Equipment.

Staff Report
Attachment 1 - Approving the Agreement with Lanlogic, Inc. for Information Technology Services and Related Equipment

Attachment 2 - Exhibit A to the Resolution - Consulting Services Agreement Between the City of Dublin and Lanlogic, Inc. for the Purchase of Information Technology Services and Related Equipment
Attachment 3 - Zone 7 Award of Contract
Attachment 4 - Zone 7 Request for Proposals

4.7 Contract Instructor Services Agreements with North American Youth Activities LLC, dba Kidz Love Soccer and World Cup Soccer Camps and Clinics.

The City Council will consider approving Contract Instructor Services Agreements with North American Youth Activities LLC, dba Kidz Love Soccer and World Cup Soccer Camps and Clinics for terms beginning on July 1, 2023, and ending on June 30, 2025.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving a Contract Instructor Services Agreement with North American Youth Activities, LLC dba Kidz Love Soccer for Recreation Services and adopt the **Resolution** Approving a Contract Instructor Services Agreement with World Cup Soccer Camps and Clinics for Recreation Services.

Staff Report
Attachment 1 - Resolution Approving a Contract Instructor Services Agreement with North American Youth Activities, LLC dba Kidz Love Soccer for Recreation Services
Attachment 2 - Exhibit A to the Resolution - Contract Instructor Services Agreement with North American Youth Activities, LLC dba Kidz Love Soccer
Attachment 3 - Resolution Approving a Contract Instructor Services Agreement with World Cup Soccer Camps and Clinics for Recreation Services
Attachment 4 - Exhibit A to the Resolution - Contract Instructor Services Agreement with World Cup Soccer Camps and Clinics

4.8 2023 Utility Box Art Selection

The City Council will consider a recommendation from the Heritage and Cultural Arts Commission for artwork to be painted on 10 utility boxes in summer 2023.

STAFF RECOMMENDATION:

Approve the Heritage and Cultural Arts Commission's for the 2023 Utility Box Art Program recommendations.

Staff Report
Attachment 1 - Design Proposals from Recommended Artists Attachment 2 - Call for Artists - Utility Box Art 2023

4.9 Amendment to Consulting Services Agreement with TRB & Associates, Inc. for On-Call Building and Safety Services.

The City Council will consider approving the first amendment to the Consulting Services Agreement with TRB & Associates, Inc., which provide contract services on an as needed basis to the Building and Safety Division. The proposed amendment increases the hourly rates and the limit on the total compensation paid to the consultants during the term of this agreement.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the Amendment to the Consulting Services Agreement for On-Call Contract Building and Safety Services with TRB & Associates, Inc.

Staff Report

Attachment 1 - Resolution Approving the Amendment to the Consulting Services Agreement for On-Call Contract Building and Safety Services with TRB & Associates, Inc.
Attachment 2 - Exhibit A to Resolution - First Amendment to Consulting Services Agreement Between the City of Dublin and TRB and Associates, Inc.
Attachment 3 - Consulting Services Agreement Between the City of Dublin and TRB & Associates, Inc.

4.10 The Road Repair and Accountability Act of 2017, Senate Bill (SB) 1 - Fiscal Year 2023-24 Project List

The City Council will consider approving a list of projects funded in Fiscal Year 2023-24 by Senate Bill 1, the Road Repair and Accountability Act of 2017.

STAFF RECOMMENDATION:

Adopt the **Resolution** Adopting a List of Projects Funded in Fiscal Year 2023-24 by Senate Bill 1, the Road Repair and Accountability Act of 2017.

Staff Report
Attachment 1 - Resolution Adopting a List of Projects Funded in Fiscal Year 2023-24 by Senate Bill 1

4.11 Agreement with Townsend Public Affairs for Grant Strategy and Writing Services

The City Council will consider approving an agreement with Townsend Public Affairs for grant strategy and writing services.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving an Agreement with Townsend Public Affairs for Grant Strategy and Writing Services and approve the budget change.

Staff Report
Attachment 1 - Resolution Approving an Agreement with Townsend Public Affairs for Grant Strategy and Writing Services
Attachment 2 - Exhibit A to the Resolution - Townsend Public Affairs Agreement
Attachment 3 - Request for Proposal - Grant Strategy and Writing Services
Attachment 4 - Townsend Public Affairs Proposal
Attachment 5 - Budget Change Form

4.12 Purchase of Replacement Chairs, Tables, and Related Equipment for Meeting Rooms at Dublin Civic Center and Dublin Library

The City Council will consider authorizing the purchase of replacement chairs, tables, and related equipment for meeting rooms at the Dublin Civic Center and Dublin Library.

STAFF RECOMMENDATION:

Adopt the **Resolution** Authorizing the Purchase of Replacement Chairs, Tables, and Related Equipment for Meeting Rooms at the Dublin Civic Center and Dublin Library.

Staff Report
Attachment 1 - Resolution Authorizing the Purchase of Replacement Chairs, Tables, and Related Equipment for meeting rooms at the Dublin Civic Center and Dublin Library
Attachment 2 - Exhibit A to the Resolution - Omnia Partners Government Master Contract

4.13 Agreement with the County of Alameda for Fiscal Year 2023-24 for Additional Library Services

The City Council will consider approving an agreement with the County of Alameda to provide 23 hours of library services per week at the Dublin Public Library for Fiscal Year 2023- 24. These hours are in addition to the County's base service level of 28 hours per

week. There is no change in the number of hours from the Fiscal Year 2022-23 Agreement.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving an Agreement with the County of Alameda for Additional Library Services for Fiscal Year 2023-24.

Staff Report

Attachment 1 - Resolution Approving an Agreement with the County of Alameda for Additional Library Services for Fiscal Year 2023-24

Attachment 2 - Exhibit A to the Resolution - Agreement Between the City of Dublin and the County of Alameda for Additional Library Services for Fiscal Year 2023-24

4.14 Agreement with Livermore Pleasanton Umpires Association for Sports Officiating Services

The City Council will consider a service agreement with Livermore Pleasanton Umpires Association to provide officiating services for youth and adult basketball and softball leagues.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving an Agreement with Livermore Pleasanton Umpires Association for Sports Officiating Services.

Staff Report

Attachment 1 - Resolution Approving an Agreement with Livermore Pleasanton Umpires Association for Sports Officiating Services

Attachment 2 - Exhibit A to the Resolution - Agreement Between the City of Dublin and Livermore Pleasanton Umpires Association

Attachment 3 - Proposal- Livermore Pleasanton Umpires Association

Attachment 4 - Request for Proposal

4.15 Amendments to Agreements for Maintenance Services

The City Council will consider approving amendments to agreements with Sweeping Corporation of America (formerly Contact Sweeping Services, Inc.) for Street Sweeping Services, Universal Building Services and Supply Co. for Window and Carpet Cleaning Services, and Prudential Overall Supply for Mat and Towel Services.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving Amendments to Agreements with Sweeping Corporation of America, Universal Building Services and Supply Co., and Prudential Overall Supply.

Staff Report

Attachment 1 - Resolution Approving Amendments to Agreements with Sweeping Corporation of America, Universal Building Services and Supply Co., and Prudential Overall Supply

Attachment 2 - Exhibit A to the Resolution - Amendments to Agreements

Attachment 3 - Original Agreements with Sweeping Corporation of America (formerly Contract Sweeping Services, Inc.), Universal Building Services and Supply Co., and Prudential Overall Supply

4.16 Agreement with Gannett Fleming and Amendments to Agreements with MNS Engineers, Inc. and Swinerton Management & Consulting for Construction Management and Inspection Services

The City Council will consider approving amendments to agreements with MNS Engineers, Inc. and Swinerton Management & Consulting for construction management

and inspection services. Additionally, the City Council will consider approving an agreement for construction management and inspection services with Gannett Fleming.

STAFF RECOMMENDATION:

Take the following actions 1) Adopt the **Resolution** Approving Amendments to the Agreements with MNS Engineers, Inc. and Swinerton Management & Consulting; 2) Adopt the **Resolution** Approving an Agreement with Gannett Fleming.

Staff Report
Attachment 1 - Resolution Approving Amendments to the Agreements with MNS Engineers, Inc. and Swinerton Management & Consulting
Attachment 2 - Exhibit A to the Resolution - Amendments to Consulting Services Agreements
Attachment 3 - Resolution Approving an Agreement with Gannett Fleming
Attachment 4 - Exhibit A to the Resolution - Consulting Services Agreement with Gannett Fleming for Construction Management and Inspection Services
Attachment 5 - Original and Amendment to Consulting Services Agreements for Construction Management and Inspection Services
Attachment 6 - Request for Proposals for Construction Management and Inspection Services
Attachment 7 - Proposal for Construction Management and Inspection Services

4.17 Approving the Purchase of Replacement Equipment for the Trusted System for the City's Records

The City Council will consider approving the purchase of a replacement Assureon and new Compliant Cloud Archive Assureon from ECS Imaging, Inc. The Assureon products create the City's "trusted system" used to digitize and store records electronically. The "trusted system" prevents deletion or changes to records and allows the City to destroy paper versions.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the Purchase of a Replacement Assureon Server and Cloud Archive Assureon.

Staff Report
Attachment 1 - Resolution Approving the Purchase of a Replacement Assureon Server and Cloud Archive Assureon
Attachment 2 - Exhibit A to the Resolution - Quote from ECS Imaging

4.18 Third Amendment to the City Manager's Employment Agreement

The City Council will consider approving the Third Amendment to the City Manager's Employment Agreement to change the base salary by five percent.

STAFF RECOMMENDATION:

Approve and authorize the Mayor to execute the Third Amendment to the City Manager's Employment Agreement.

Staff Report
Attachment 1 - Third Amendment to City Manager's Employment Agreement

4.19 Special Designation of General Fund Reserves for Fiscal Year 2022-23

The City Council will consider special designations of General Fund reserves for Fiscal Year 2022-23.

STAFF RECOMMENDATION:
Adopt the **Resolution** Authorizing a Special Designation of General Fund Reserves for Fiscal Year 2022-23.
Staff Report
Attachment 1 - Resolution Authorizing a Special Designation of General Fund Reserves for Fiscal Year 2022-23
Attachment 2 - Fiscal Year 2022-23 General Fund Reserves

4.20 Sports Fields and Stager Community Gymnasium Reservation Policies
The City Council will consider approving an update to the Sports Fields and Stager Community Gymnasium Reservation Policies.
STAFF RECOMMENDATION:
Approve the Sports Fields and Stager Community Gymnasium Reservation Policies updates.
Staff Report
Attachment 1 - Draft Sports Fields and Stager Community Gymnasium Reservation Policies
Attachment 2 - Redline Sports Fields and Stager Community Gymnasium Reservation Policies

4.21 Youth Advisory Committee and Parks and Community Services Commission Student Representative Appointments
The City Council will consider confirmation of the Mayor's appointments of three middle school and 10 high school youth, along with three alternates, to the Youth Advisory Committee for the term of June 6, 2023, through May 31, 2024. The City Council will also consider confirmation of the Mayor's appointment of Esha Shenoy as the Student Representative to the Parks and Community Services Commission for the term of July 1, 2023, to June 30, 2024.
STAFF RECOMMENDATION:
Confirm the Mayor's appointments to the Youth Advisory Committee and the Student Representative to the Parks and Community Services Commission for the 2023-2024 term.
Staff Report
Attachment 1 - Youth Advisory Committee 2023-24 Applications
Attachment 2 - Parks and Community Services Commission 2023-24 Student Representative Applications

5. WRITTEN COMMUNICATION – None.

6. PUBLIC HEARING

6.1 Adoption of Rates for Garbage Collection, Disposal, and Recycling Services Provided by Amador Valley Industries and Establishing the 2023-24 Annual Assessment
The City Council will consider adopting two separate resolutions establishing the garbage rates effective July 1, 2023 and establishing the Fiscal Year 2023-24 refuse-related property tax assessment. The proposed rates include the costs associated with continuing the implementation of California State Senate Bill (SB) 1383, which created regulations to increase the diversion of organic waste from landfills.

STAFF RECOMMENDATION:
Conduct a public hearing, deliberate, and adopt the **Resolution** Approving and Establishing the Collection of Minimum Residential Garbage and Recycling Service Fees for Fiscal Year 2023- 24; and adopt the **Resolution** Amending the Schedule of Service Rates for Integrated Solid Waste Services.
Staff Report
Attachment 1 - Resolution Approving and Establishing the Collection of Minimum Residential Garbage and Recycling Service Fees for Fiscal Year 2023-24
Attachment 2 - Resolution Amending the Schedule of Service Rates for Integrated Solid Waste Services
Attachment 3 - Exhibit A to the Resolution - Proposed Adjustment to Garbage Company Rates
Attachment 4 - Methodology used for Fiscal Year 2023-24 Annual Garbage Rate Adjustment in Accordance with Agreement Between City of Dublin and Amador Valley Industries
Attachment 5 - Proposed vs. Current Rates
Attachment 6 - Local Area Rate Comparison
Item 6.1 - PowerPoint Presentation

7. UNFINISHED BUSINESS – None.

8. NEW BUSINESS

8.1 Allocation of Homeless Housing, Assistance and Prevention (HHAP) Grant Funding

The City Council will consider allocating funding from Rounds 3 and 4 of the Homeless Housing, Assistance, and Prevention (HHAP) Grant Program.

STAFF RECOMMENDATION:
Receive the report, discuss, and provide direction on funding allocations.
Staff Report
Attachment 1 - Alameda County Applications for HHAP Funding including Local Action Plans and Program Outcomes
Item 8.1 - PowerPoint Presentation

8.2 Discussion on Mayor and City Council Term Limits

The City Council will receive a report on Mayor and City Council Term Limits. At the March 11, 2023 City Council Team Building Meeting, the City Council directed Staff to prepare an item for discussion on Term Limits.

STAFF RECOMMENDATION:
Receive the report, discuss, and provide direction as needed.
Staff Report
Item 8.2 - PowerPoint Presentation
SB 343

9. OTHER BUSINESS

Brief information only reports from City Council and/or Staff, including committee reports and reports by City Council related to meetings attended at City expense (AB1234).

10. ADJOURNMENT

This AGENDA is posted in accordance with Government Code Section 54954.2(a)
If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) (ADA), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the City Clerk's Office (925) 833-6650 at least 72 hours in advance of the meeting. Upon receiving a request, the City will swiftly resolve requests for reasonable accommodation for individuals with disabilities, consistent with the federal ADA, and resolve any doubt in favor of accessibility.

Agenda materials that become available within 72 hours in advance of the meeting, and after publishing of the agenda, will be available at Civic Center, 100 Civic Plaza, and will be posted on the City's website at www.dublin.ca.gov/ccmeetings.

Mission

The City of Dublin promotes and supports a high quality of life, ensures a safe and secure environment, fosters new opportunities, provides equity across all programs, and champions a culture of diversity and inclusion.

Agenda Item 3.1

STAFF REPORT

CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Employee Introductions
Prepared by: Sarah Monnastes, Human Resources Director

EXECUTIVE SUMMARY:

New City of Dublin Staff members, Monet Khanyahl, Summer Intern in the Communications Division of the City Manager's Office and Andrew Powell, Summer Intern in the Public Works Department, will be introduced.

STAFF RECOMMENDATION:

Welcome the new City of Dublin Staff members.

FINANCIAL IMPACT:

None.

DESCRIPTION:

New City of Dublin Staff members, Monet Khanyahl, Summer Intern in the Communications Division of the City Manager's Office and Andrew Powell, Summer Intern in the Public Works Department, will be introduced.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

None.

Agenda Item 3.2

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Recognition of 2023 Dublin Pride Week Contest Winners
Prepared by: Tyler Phillips, Heritage & Cultural Arts Supervisor

EXECUTIVE SUMMARY:

The City Council will recognize the winners of the 2023 Dublin Pride Week Photography, Poster, and Essay Contests.

STAFF RECOMMENDATION:

Recognize the contest winners.

FINANCIAL IMPACT:

Funding for Dublin Pride Week activities is included in the Fiscal Year 2022-23 Operating Budget.

DESCRIPTION:

The 2023 Dublin Pride Week Celebration took place from Saturday, April 22 to Saturday, April 29, 2023. The theme for Pride Week was "*Dublin: Stronger Together.*"

Several events took place during the weeklong celebration including the *"Nature in Our Backyard"* Photography Contest and the Dublin Pride Poster and Essay Contests coordinated by the General Federation of Women's Club Dublin/San Ramon chapter (GFWC).

Nature in Our Backyard Photography Contest
The 5th annual photo contest was open to photographers who snapped pictures in Dublin over the last 12 months. The submission period ran February 27 through April 3, 2023, with a total of 232 submissions received. A panel of judges selected the top 10 photographs, which were then posted to the City's website from April 17 to April 27, 2023, for public vote. The top four photographs based on the public voting results are awarded gift cards and certificates of recognition from the City. The grand prize winner will receive a $200 gift card, first place winner will receive a $100 gift card, second place winner will receive a $50 gift card, and third place winner will receive a $25 gift

card. Mike's Camera of Dublin sponsored the 2023 event and donated large metal prints that will be provided to the contest winners. Additionally, framed photographs will be displayed in the Civic Center lobby.

The 2023 "*Nature in Our Backyard"* Photography Contest winners are:

- Grand Prize Winner:
  Amit Srivastava, "Fawning Around"
- First Place Winner
  Chris Begin, "Dublin Ranch Sunset"
- Second Place Winner
  Ben Radhakrishnan, "Dublin Mini Alps"
- Third Place Winner
  Monique Rardin Richardson, "The Ponderer"

Dublin Pride Week Poster and Essay Contests
Students in grades K-12 from all public and private schools located in the City of Dublin were invited to participate in this year's contest. The GFWC managed the implementation of the two contests including supplying materials, judging, and distributing certificates of participation.

Each of the contest participants will receive a Certificate of Merit. Grand prize winners will receive a $100 gift card, first place winners will receive a $25 gift card, and second place winners will receive a $15 gift card. Lastly, a "Classroom Award" of $200 is presented to the class teacher of the Grand Prize winners of both the poster and essay contests. This gift can be spent at the discretion of the teacher and is intended to assist with classroom activities and supply costs.

The 2023 Dublin Pride Poster Contest winners are:

Best Overall Category

- Grand Prize Winner:
  Lauren Chuck, Eighth Grade, Fallon Middle School

K - 1st Grade Category

- First Place Winner:
  Ezri Hor, First Grade, Murray Elementary
- Second Place Winner:
  Joanne Hsieh, First Grade, Kolb Elementary

2nd – 3rd Grade Category

- First Place Winner:
  Eva Sopin, Third Grade, Murray Elementary
- Second Place Winner:
  Mehar Vorma, Third Grade, Dublin Elementary

4th – *5th Grade Category*

- First Place Winner:
  Ethan Gasparian, Fifth Grade, St. Raymond
- Second Place Winner:
  Lucia Montemarano, Fifth Grade, St. Raymond

6th – *8th Grade Category*

- First Place Winner:
  Ally Torcja, Eighth Grade, St. Raymond
- Second Place Winner:
  Atasha de Guzman, Eighth Grade, St. Raymond

9th – 12*th Grade Category*

- First Place Winner:
  Catlia (CJ) Galang, Nineth Grade, Dublin High
- Second Place Winner:
  Leyoni Jayasinghe, Nineth Grade, Dublin High

<u>The 2023 Dublin Pride Essay Contest winners are:</u>

Best Overall Category

- Grand Prize Winner:
  Justin Chuck, Eleventh Grade, Dublin High School

K - 1st Grade Category

- First Place Winner:
  Ekas Singh Sandhu, First Grade, Kolb Elementary
- Second Place Winner:
  Ezri Hor, First Grade, Murray Elementary

2nd – 3rd Grade Category

- First Place Winner:
  Mehar Verma, Third Grade, Dublin Elementary
- Second Place Winner:
  Eva Sopin, Third Grade, Murray Elementary

4th – *5th Grade Category*

- First Place Winner:
  Navya Mehta, Fifth Grade, John Green Elementary
- Second Place Winner:
  Miraya Khemani, Fifth Grade, John Green Elementary

6th – *8th Grade Category*

- First Place Winner:
  Simran Arora, Sixth Grade, Fallon Middle School
- Second Place Winner:
  Aryaman Majumder, Sixth Grade, Fallon Middle School

9th – *12th Grade Category*

- First Place Winner:
  Anay Sharma, Ninth Grade, Dublin High School
- Second Place Winner:
  Diya Madhavan, Tenth Grade, Dublin High School

All winning photographs, posters, and essays from the 2023 contest are posted and available on the City's website for public viewing.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

None.

Dublin Pride Week 2023

Dublin: Stronger Together



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Dublin Pride Week



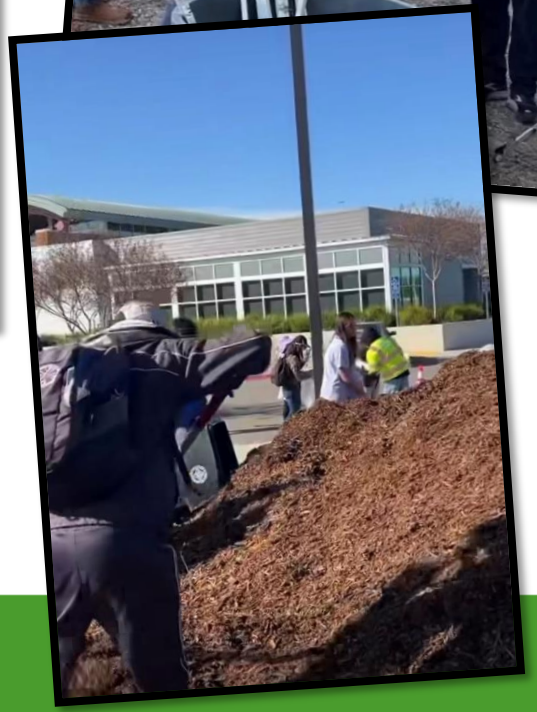












“Nature in Our Backyard” Photography Contest



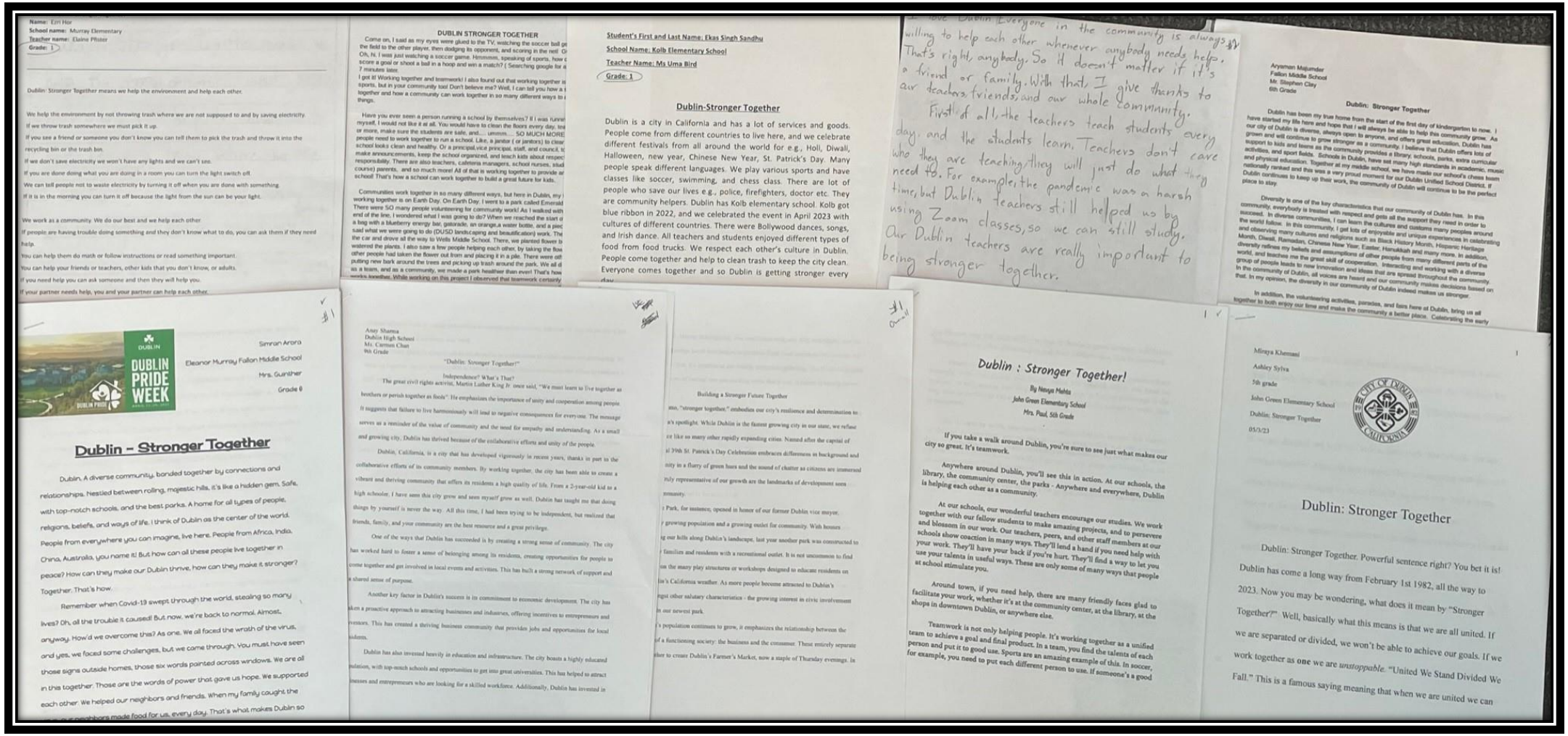






DUBLIN
CALIFORNIA

Essay Contest



Dublin: Stronger Together

Dublin: Stronger Together. Powerful sentence right? You bet it is! Dublin has come a long way from February 1st 1982, all the way to 2023. Now you may be wondering, what does it mean by "Stronger Together?". Well, basically what this means is that we are all united. If we are separated or divided, we won't be able to achieve our goals. If we work together as **one** we are *unstoppable*. "United We Stand Divided We Fall." This is a famous saying meaning that when we are united we can

Essay Contest Winners

Grand Prize Winner: **Justin Chuck,** 11th Grade, Dublin High School

Grades K-1	Grades 2-3	Grades 4-5	Grades 6-8	Grades 9-12
				
Ezri Hor 1st Grade Murray Elem.	**Eva Sopin** 3rd Grade Murray Elem.	**Ethan Gasparian** 5th Grade St. Raymonds	**Simran Arora** 6th Grade Fallon Middle	**Anay Sharma** 9th Grade Dublin High
				
Joanne Hsieh 1st Grade Kolb Elem.	**Mehar Verma** 3rd Grade Dublin Elem.	**Lucia Montemarano** 5th Grade Green Elem.	**Aryaman Majumder** 6th Grade Fallon Middle	**Diya Madhavan** 10th Grade Dublin High

Poster Contest



Poster Contest Winners

Grand Prize Winner: **Lauren Chuck,** 8th Grade, Fallon Middle School

Grades K-1	Grades 2-3	Grades 4-5	Grades 6-8	Grades 9-12
				
Ezri Hor 1st Grade Murray Elem.	**Eva Sopin** 3rd Grade Murray Elem.	**Ethan Gasparian** 5th Grade St. Raymonds	**Ally Torcja** 8th Grade St. Raymonds	**CJ Galang** 9th Grade Dublin High
				
Joanne Hsieh 1st Grade Kolb Elem.	**Mehar Verma** 3rd Grade Dublin Elem.	**Lucia Montemarano** 5th Grade St. Raymonds	**Atasha de Guzman** 8th Grade St. Raymonds	**Leyoni Jayasinghe** 9th Grade Dublin High

THANK YOU

Agenda Item 4.1

DUBLIN
CALIFORNIA

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Approval of the May 9, 2023 Special City Council Meeting and May 16, 2023 Regular City Council Meeting
Prepared by: Marsha Moore, MMC, City Clerk

EXECUTIVE SUMMARY:

The City Council will consider approval of the minutes of the May 9, 2023 Special City Council Meeting and May 16, 2023 Regular City Council Meeting.

STAFF RECOMMENDATION:

Approve the minutes of the May 9, 2023 Special City Council Meeting and May 16, 2023 Regular City Council Meeting.

FINANCIAL IMPACT:

None.

DESCRIPTION:

The City Council will consider approval of the minutes of the May 9, 2023 Special City Council Meeting and May 16, 2023 Regular City Council Meeting.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) May 9, 2023 Special City Council Meeting Minutes
2) May 16, 2023 Regular City Council Meeting Minutes

MINUTES OF THE CITY COUNCIL OF THE CITY OF DUBLIN

Special Meeting: May 9, 2023

A Special Meeting of the Dublin City Council was held on Tuesday, May 9, 2023, in the City Council Chamber. The meeting was called to order at 5:00 PM, by Mayor Hernandez.

1) CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Attendee Name	Status
Melissa Hernandez, Mayor	Present
Michael McCorriston, Vice Mayor	Present via Zoom
Jean Josey, Councilmember	Present
Dr. Sherry Hu, Councilmember	Present
Kashef Qaadri, Councilmember	Present

2) CLOSED SESSION

I. CONFERENCE WITH LABOR NEGOTIATOR

Agency designated representatives: Linda Smith, City Manager
Unrepresented employees:

Accountant
Administrative Services Director/Finance Director
Administrative Aide
Administrative Technician
Assistant City Manager
Assistant Civil Engineer
Assistant Planner
Assistant To The City Manager
Associate Civil Engineer
Associate Planner
Assistant Administrative Services Director
Assistant Director Of Community Development
Assistant Parks & Community Services Director
Assistant Public Works Director/City Engineer
Capital Improvement Prog Manager
Chief Building Official
Chief Information Security Officer
City Clerk
Code Enforcement Officer
Human Resources Director
Human Resources Manager
Information Systems Manager
Information Systems Specialist
Information Systems Tech II
Maintenance Coordinator
Management Analyst I
Management Analyst II
Network Systems Coordinator
Office Assistant II
Parks & Facilities Development Coord
Parks & Community Services Director
Permit Technician
Plan Check Engineer
Plans Examiner I
Principal Planner
Public Works Director/ Assistant Engineer
Public Works Manager
Public Works Transportation & Operations Manager

DRAFT

Communications Manager
Community Development Director
Economic Development Director
Environmental & Sustain Manager
Environmental Technician
Executive Aide
Financial Analyst
GIS Coordinator
Graphic Design & Communications Coordinator
Heritage & Cultural Arts Manager
Recreation Coordinator
Recreation Supervisor
Recreation Technician
Senior Accountant
Senior Civil Engineer
Senior Management Analyst
Senior Office Assistant
Senior Planner
Senior Public Works Inspector
Special Projects Manager

II. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Manager

III. CONFERENCE WITH LABOR NEGOTIATORS
Agency Designated Representatives: Mayor Hernandez and Councilmember Hu
Unrepresented Employee: City Manager

9) REPORT ON CLOSED SESSION

Mayor Hernandez reported there was no reportable action out of Closed Session.

10) ADJOURNMENT

Mayor Hernandez adjourned the meeting at 7:14 PM.

_____
Mayor

ATTEST:

_____
City Clerk

MINUTES OF THE CITY COUNCIL OF THE CITY OF DUBLIN

Regular Meeting: May 16, 2023

The following are minutes of the actions taken by the City of Dublin City Council. A full video recording of the meeting with the agenda items indexed and time stamped is available on the City's website at: https://dublin.ca.gov/ccmeetings

CLOSED SESSION 6:30 PM

I. CONFERENCE WITH LABOR NEGOTIATORS
Agency Designated Representatives: Mayor Hernandez and Councilmember Hu
Unrepresented Employee: City Manager

REGULAR MEETING 7:00 PM

A Regular Meeting of the Dublin City Council was held on Tuesday, May 16, 2023, in the City Council Chamber. The meeting was called to order at 7:00 PM, by Mayor Hernandez.

1) CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by the Dublin Mayor's Council.

Attendee Name	Status
Melissa Hernandez, Mayor	Present
Michael McCorriston, Vice Mayor	Present
Jean Josey, Councilmember	Present
Dr. Sherry Hu, Councilmember	Absent
Kashef Qaadri, Councilmember	Present

2) REPORT ON CLOSED SESSION

Mayor Hernandez reported there was no reportable action out of Closed Session.

3) ORAL COMMUNICATIONS

3.1) Presentation from the Mayor's Council

The City Council received a presentation from the Mayor's Council on their activities during the 2022-23 year.

3.2) Gun Violence Awareness Day and Month Proclamation

The City Council presented the Gun Violence Awareness Day and Month proclamation.

3.3) Job's Daughters International Day Centennial Celebration Proclamation

The City Council presented the Job's Daughters International Day Centennial Celebration proclamation.

3.4) Youth Advisory Committee Annual Report

The Youth Advisory Committee presented an annual report highlighting accomplishments for the 2022-23 term.

3.5) Public Comment

No public comment.

4) CONSENT CALENDAR

4.1) Approved the May 2, 2023 Regular City Council Meeting Minutes.

4.3) Adopt Resolution No. 38-23 titled, "Approving an Agreement Between the City of San Ramon and the City of Dublin Regarding Dougherty Regional Fire Authority Additional Discretionary Employer Contribution to CalPERS."

4.4) Received a report of payments issued from April 1, 2023 - April 30, 2023, totaling $4,014,851.18.

4.5) Adopted Resolution No. 39-23 titled, "Adopting an Appropriations Limit for Fiscal Year 2023-24."

On a motion by Councilmember Josey, seconded by Vice Mayor McCorriston, and by unanimous vote, the City Council adopted the Consent Calendar items, except for items 4.2, 4.6, and 4.7.

RESULT:	ADOPTED [UNANIMOUS]
MOVED BY:	Jean Josey, Councilmember
SECOND:	Michael McCorriston, Vice Mayor
AYES:	Hernandez, McCorriston, Josey, Qaadri
ABSENT:	Dr. Sherry Hu, Councilmember

4.2) Adopted Resolution No. 37-23 titled, "Awarding a Contract for On-Call Striping and Marking to Chrisp Company.

This item was pulled from the consent calendar by Councilmember Qaadri for clarifying questions.

Mayor Hernandez called for a recess at 7:49 PM due to technical difficulties.

Mayor Hernandez reconvened the meeting at 7:57 PM.

4.6) Received the City Treasurer's Informational Report of Investments for the Quarter Ending March 31, 2023

This item was pulled from the consent calendar by Vice Mayor McCorriston for clarifying questions.

On a motion by Vice Mayor McCorriston and seconded by Councilmember Qaadri, and by unanimous vote, the City Council approved Consent Calendar items 4.2 and 4.6.

RESULT:	ADOPTED [UNANIMOUS]
MOVED BY:	Michael McCorriston, Vice Mayor
SECOND:	Kashef Qaadri, Councilmember
AYES:	Hernandez, McCorriston, Josey, Qaadri
ABSENT:	Dr. Sherry Hu, Councilmember

4.7) Agreement with California Automotive Retailing Group, Inc. for General Motors Dealer Community Charging Program at Don Biddle Community Park

This item was pulled from the consent calendar by Councilmember Josey for a clarifying question.

On a motion by Vice Mayor McCorriston and seconded by Mayor Hernandez, and by 3-1 vote, the City Council adopted Resolution No. 40-23 titled, "Approving an Agreement with California Automotive Retailing Group, Inc. for the General Motors Dealer Community Charging Program."

RESULT:	ADOPTED [UNANIMOUS]
MOVED BY:	Michael McCorriston, Vice Mayor
SECOND:	Melissa Hernandez, Mayor
AYES:	Hernandez, McCorriston, Josey
NOES:	Kashef Qaadri
ABSENT:	Dr. Sherry Hu, Councilmember

5) WRITTEN COMMUNICATION

5.1) Invitation to Visit Bray, Ireland for the International Bray Air Display from the Wicklow County Council

The City Council considered an invitation from the Wicklow County Council for the Mayor, Councilmembers, and City Officials to visit Bray, Ireland for the International Bray Air Display in July 2023.

By consensus, the City Council agreed to send a delegation to visit Bray, Ireland for the International Bray Air Display in July 2023 and directed Staff to proceed with travel accommodations as necessary.

6) PUBLIC HEARING

6.1) Adoption of the Fiscal Year 2023-24 Budget

The City Council received a presentation on the City of Dublin's budget for Fiscal Year 2023-24.

Mayor Hernandez opened the Public Hearing.

Upon receiving no public comment, Mayor Hernandez closed the Public Hearing.

On a motion by Councilmember Josey, seconded by Councilmember Qaadri, and by unanimous vote, the City Council adopted Resolution No. 41-23 titled, "Adopting a Budget for The City of Dublin for Fiscal Year 2023-24."

RESULT:	ADOPTED [UNANIMOUS]
MOVED BY:	Jean Josey, Councilmember
SECOND:	Kashef Qaadri, Councilmember
AYES:	Hernandez, McCorriston, Josey, Hu, Qaadri
ABSENT:	Dr. Sherry Hu, Councilmember

6.2) Adopting the Proposed 2022-2027 Five-Year Capital Improvement Program Update

The City Council received a presentation on the proposed Five-Year Capital Improvement Program Update, which included capital project funding from Fiscal Year 2022-23 through Fiscal Year 2026-27.

Mayor Hernandez opened the Public Hearing.

Upon receiving no public comment, Mayor Hernandez closed the Public Hearing.

On a motion by Councilmember Qaadri, seconded by Vice Mayor McCorriston, and by unanimous vote, the City Council adopted Resolution No. 42-23 titled, "Adopting the Proposed Five-Year Capital Improvement Program 2022 – 2027 Update."

RESULT:	ADOPTED [UNANIMOUS]
MOVED BY:	Kashef Qaadri, Councilmember
SECOND:	Michael McCorriston, Vice Mayor
AYES:	Hernandez, McCorriston, Josey, Qaadri
ABSENT:	Dr. Sherry Hu, Councilmember

7) UNFINISHED BUSINESS – None.

8) NEW BUSINESS – None.

9) OTHER BUSINESS

The City Council and Staff provided brief information-only reports, including committee reports and reports by City Council related to meetings attended at City expense (AB1234).

By consensus, the City Council agreed to hold a ceremony to raise the Pride flag on June 1, 2023 at Civic Center.

10) ADJOURNMENT

Mayor Hernandez adjourned the meeting at 9:12 PM.

_____
Mayor

ATTEST:

_____
City Clerk

Agenda Item 4.2

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Avalon West Dublin Public Art Installation Agreement and First Amendment to the Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin
Prepared by: Shaun Chilkotowsky, Heritage & Cultural Arts Manager and Kan Xu, Senior Civil Engineer

EXECUTIVE SUMMARY:

The City Council will consider approving the Avalon West Dublin Public Art Installation Agreement (Art Agreement). The Art Agreement formalizes the Public Art design, construction, and installation obligations. The City Council will also consider approving the First Amendment to the Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin (Amended Encroachment Agreement). The Amended Encroachment Agreement incorporates changes consistent with the Art Agreement and includes property owner responsibility for additional decorative features within the St. Patrick Way street right-of-way.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the Avalon West Dublin Public Art Installation Agreement and Adopt the **Resolution** Approving the First Amendment to the Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin.

FINANCIAL IMPACT:

There is no impact on the General Fund to prepare and approve the agreements. The Developer bears all staff time and costs to prepare the agreements.

DESCRIPTION:

Background
At its May 1, 2018 meeting, the City Council adopted Resolution Numbers 40-18 and 41-18, authorizing the development of an 8.53-acre site within Downtown Dublin, the construction of the extension of St. Patrick Way from the existing terminus just west of Golden Gate Drive to Regional

Street, and the construction of a 499-unit residential building with related site improvements. Avalon West Dublin, L.P. is the owner and developer (Developer) of the Avalon West Dublin project (formerly St. Patrick Way Residential Project), which is a 499-unit residential project within the Downtown Dublin Specific Plan Transit-Oriented District.

Public Art Installation Agreement

On January 10, 2023, the City Council unanimously approved the proposed artwork by Avalon West Dublin and artist Norie Sato.

An Avalon West Dublin development tentative map condition of approval was established to ensure that the requirements of the Public Art Ordinance are met. Private developments that install public art on-site are required to enter into a Public Art Installation Agreement (Art Agreement, Attachment 2) with the City. The Art Agreement will ensure the art is installed as proposed and the Developer is familiar with the maintenance requirements that must be conducted for the life of the art. The Art Agreement also details the public art obligation. For this project, the total obligation is $691,008.

The Art Agreement establishes an agreed-upon scope of services and schedule for completion of the public art. The City and Developer desire to have all artworks completed and installed prior to occupancy. Should the artwork not be done before occupancy, the Developer will be required to obtain faithful performance and labor and materials bonds to ensure the artwork is completed as proposed. Installation of the artwork is currently planned to coincide with completion of building construction.

Agreement for Long Term Encroachment for Landscape Features

On October 19, 2021, the City Council adopted Resolution No. 121-21 approving the Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin (Encroachment Agreement, Attachment 5), which provides for the property owner to maintain project-related landscape and decorative features within the public street right-of-way of St. Patrick Way, including all frontage landscape plantings, street trees, irrigation, sidewalks, stormwater treatment areas, seat walls, and decorative/stamped pavement.

The City and Developer have agreed to amend the Encroachment Agreement to include maintenance of artwork along the St. Patrick Way project frontage. The Amended Encroachment Agreement (Attachment 4) also includes property owner maintenance of various additional decorative features that were not included in the Encroachment Agreement.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving the Avalon West Dublin Public Art Installation Agreement
2) Exhibit A to the Resolution – Avalon West Dublin Public Art Installation Agreement
3) Resolution Approving the First Amendment to the Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin
4) Exhibit A to the Resolution – First Amendment to the Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin
5) Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE AVALON WEST DUBLIN PUBLIC ART INSTALLATION AGREEMENT

WHEREAS, Avalon West Dublin, L.P., a Delaware Limited Partnership ("Developer"), is developing an 8.53-acre site within Downtown Dublin that includes the construction of a 499-unit residential building; and

WHEREAS, Developer is required under Dublin's Public Art Ordinance, Municipal Code section 8.58.060(A) to install Council-approved public art; and

WHEREAS, on January 11, 2023, City Council approved Developer's proposed public artwork by artist Norie Sato; and

WHEREAS, Developer has entered into a contract with artist Norie Sato to complete the approved artwork; and

WHEREAS, Dublin's Public Art Ordinance, Municipal Code section 8.58.070(D) requires that Developer execute an agreement with the City prior to occupancy of the first structure in the project, which sets forth the ownership, maintenance responsibilities, and insurance coverage for the public artwork; and

WHEREAS, the City of Dublin and the Developer desire to enter into an agreement for the installation, ownership, and maintenance of City Council approved public art.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the Avalon West Dublin Public Art Installation Agreement, attached hereto as **Exhibit A** to this Resolution.

BE IT FURTHER RESOLVED that the City Manager, or designee, is authorized to execute **Exhibit A** and make any necessary, non-substantive changes to **Exhibit A** to carry out the intent of this Resolution.

{Signatures on the following page}

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

PUBLIC ART INSTALLATION AGREEMENT

This PUBLIC ART INSTALLATION AGREEMENT ("**Agreement**") is dated as of June 6, 2023 (**"Effective Date**"), and is entered into between the CITY OF DUBLIN, a California municipal corporation ("**City**"), and Avalon West Dublin, L.P., a Delaware Limited Partnership ("**Developer**"). City and Developer may be referred to individually as a "Party" or collectively as the "Parties." City and Developer enter into this Agreement with reference to the following recitals of fact (each, a "**Recital**"):

RECITALS

A. Developer is the owner of property in the City of Dublin ("**City**") generally located South of St. Patrick's Way, West of Golden Gate Drive, East of Regional Street, and known as Avalon West Dublin, 7688 Saint Patrick Way (APN 941-2855-001) ("**Project**").

B. City is the owner of property located immediately north of the Project that includes a portion of the land included in the extension of Saint Patrick Way. The extension of Saint Patrick Way is being constructed by Developer on behalf of the City. This extension includes a seat wall, which is the site of a proposed public art piece that has also been proposed by the Developer. Pursuant to the Artist Agreement discussed in Recital D below, Developer will cause the installation of a public art project on the City-owned property, which will be solely owned and maintained by Developer in accordance with the provisions outlined in the Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin (County Recorder No. 2021371212) and the First Amendment thereto (Recorder No. [INSERT RECORDING NUMBER FOR FIRST AMENDMENT TO ENCROACHMENT) (the Agreement for Long Term Encroachment and the First Amendment thereto are collectively referred to as "Long Term Encroachment Agreement").

C. On May 1, 2018, the City Council approved Resolution No. 40-18, approving Vesting Tentative Map No. 10809 (the "Map") and Site Development Review Permit for the Project. Condition of approval Number 20 (the "Condition") requires Developer (i) to acquire and install a public art project in accordance with Chapter 8.58 of the City Municipal Code valued at a minimum of $691,007.93, (ii) to comply with the Project's public art compliance report submitted by the Developer and on file with the City, and (iii) to, prior to first occupancy, (a) secure completion of the public art project in a manner deemed satisfactory to the City and (b) execute an agreement between the City and Developer that sets forth the ownership, maintenance responsibilities and insurance coverage for the public art project.

D. Developer entered into a Public Art Agreement with Norie Sato dba Sato Service LLC ("**Artist**"), on or around June 6, 2022 ("**Artist Agreement**"). Under the Artist Agreement, the Artist agreed to design, fabricate and install public art on the property owned by the City. The Artist Agreement contains maintenance provisions, warranties, standards and releases. A copy of the Artist Agreement is attached hereto and incorporated herein by reference as "**Exhibit A**."

E. On December 8, 2022, the Heritage and Cultural Arts Commission reviewed the proposed public art project prepared by the Developer ("**Public Art**") and recommended approval of the Public Art to the City Council. The Public Art consists of a series of curved, perforated, painted metal panels with decorative light fixtures spanning nearly 400 feet adjacent to St. Patrick's Way. The Public Art will be installed in the locations set forth on "**Exhibit B**," which is attached hereto and incorporated herein by reference.

F. The Parties desire to enter into this Agreement to memorialize the City's approval of the Public Art and outline the terms and conditions of Developer's installation of the Public Art.

G. Concurrently with the execution of this Agreement, the Parties are entering into that certain First Amendment to Long Term Encroachment Agreement that sets forth certain ownership and maintenance obligations regarding the Public Art.

NOW, THEREFORE, FOR GOOD AND VALUABLE CONSIDERATION AND THE PROMISES AND COVENANTS OF CITY AND DEVELOPER SET FORTH IN THIS AGREEMENT, CITY AND DEVELOPER AGREE, AS FOLLOWS:

TERMS AND CONDITIONS

1. PUBLIC ART INSTALLATION AND OWNERSHIP

1.1 Installation and City Manager Determination. Developer shall cause the Public Art to be installed on the Property at the locations set forth on Exhibit B. Developer is solely responsible for ensuring that installation of the Public Art complies with the Visual Artists Rights Act of 1990 ("VARA") and the California Artists Preservation Act ("CAPA") to the extent applicable and Developer is solely responsible for obtaining any necessary waivers, releases or permission from the artist pursuant to the aforementioned statutes prior to installation. In addition, Developer is responsible for obtaining, prior to installation, all necessary waivers, releases and permission from the artist pursuant to the aforementioned statutes to permit the City to remove or relocate the Public Art in the event that the Public Art conflicts with future improvements or future plans proposed by the City prior to installation. Within ten (10) working days of notice of the installation, the City Manager, or his designee, shall determine if the Public Art has been completed in a satisfactory manner, which determination shall not be unreasonably withheld, conditioned or delayed and shall be made if in the determination of the City Manager, the Public Art is in compliance with the Site Development Review Permit Condition, Long Term Encroachment Agreement, and Artist Agreement. If the City Manager determines that the Public Art is not in compliance with the aforementioned approvals, the City Manager shall provide written notice to Charlie Koch, Development Manager at AvalonBay Communities (charlie_koch@avalonbay.com), specifying the corrective work needed for compliance within this ten (10) day period. In the event that corrective work is required to bring the Public Art into compliance, Developer will notify the City upon completion of the corrective work, and the City Manager will again be permitted ten (10) days to inspect the work as provided in this paragraph. If the City Manager reasonably determines that additional time is needed in order to evaluate whether the Public Art is in compliance with aforementioned approvals, the City Manager will

provide written notice to the Developer within the ten (10) day period advising of the need for additional time and provide the factual basis to support the need for the additional time.

1.2 Ownership and Developer's Maintenance. Following the City's approval or deemed approval, as set forth in Section 1.1 above, Developer shall accept the Public Art from the Artist. Thereafter, Developer shall own the Public Art and shall maintain the Public Art in accordance with the requirements of the Long Term Encroachment Agreement.

1.3 Security. If the installation of the Public Art will not take place prior to occupancy of the Project, Developer shall furnish City with the following security in a form satisfactory to the City Attorney for the installation of Public Art.

(a) Faithful Performance. Either a cash deposit, a corporate surety bond issued by a company duly and legally licensed to conduct a general surety business in the State of California, or an irrevocable instrument of credit in favor of and payable to the City equivalent to one hundred percent (100%) of the estimate set forth in **Exhibit C** and sufficient to assure City that the Public Art will be satisfactorily installed. Any bond or instrument of credit shall be subject to approval as to form by the City Attorney, which such approval shall not be unreasonably withheld, delayed, conditioned or denied.

(b) Labor and Materials. Either a cash deposit, a corporate surety bond issued by a company duly and legally licensed to conduct a general surety business in the State of California, or an irrevocable instrument of credit in favor of and payable to the City equivalent to one-hundred percent (100%) of the estimate set forth in **Exhibit C** and sufficient to assure City that persons furnishing labor, materials, or equipment shall be paid therefore. Any bond or instrument of credit shall be subject to approval as to form by the City Attorney, which such approval shall not be unreasonably withheld, delayed, conditioned or denied.

(c) City shall be the sole indemnitee named on any security required by this Agreement.

(d) Within ten (10) calendar days of notice of the installation, the City Manager, or his/her designee, shall determine if the Public Art has been completed and installed in a satisfactory manner, which determination shall not be unreasonably withheld, conditioned or delayed and shall be made if, in the determination of the City Manager, the Public Art is in substantial compliance with this Agreement, and the applicable Artist Agreements, as applicable. The security set forth in this Section 1.2 shall be released upon such determination. If such determination cannot be made, the City Manager shall provide written notice pursuant to Section 2.2 specifying the corrective work needed for compliance within this ten (10) day time period. In the event that corrective work is required to bring the Public Art into compliance, Developer will notify the City upon completion of the corrective work, and the City Manager will again be permitted ten (10) days to inspect the work as provided in this paragraph.

1.4 Insurance and Indemnification.

(a) Throughout the fabrication and installation of the Public Art as contemplated by this Agreement, Developer and Artist are required to secure and maintain commercial general liability and automobile liability policies covering personal injury or

property damage associated with the Public Art and fabrication and installation thereof, such insurance shall include a combined single limit policy of liability insurance not less than one million dollars ($1,000,000) per occurrence and two million dollars ($2,000,000) in the aggregate insurance during the fabrication and installation phases of the Public Art as set forth further in the Artist Agreement.

(b) All Policy Requirements. Developer shall provide City with verification of the required insurance under the Artist Agreement. All insurance policies contemplated by this Section shall be placed with insurers with a Bests' rating of no less than A:VII and shall name the City and its officers, officials, employees and volunteers as an additional insured on all such policies. Endorsements must state that coverage is primary insurance with respect to the City and its officers, officials, employees and volunteers, and that no insurance or self-insurance maintained by the City shall be called upon to contribute to a loss under the coverage. Any failure of Developer to comply with reporting provisions of the policy shall not affect coverage provided to City and its officers, employees, agents, and volunteers. Developer shall notify City within 14 days of notification from Developer's insurer if such coverage is suspended, voided or reduced in coverage or in limits. In the event that any policy contemplated in this Section includes a self-insured retention payment of which is limited to the named insured, such policy will be modified by special endorsement to allow for payment of the self-insured retention by additional insureds.

(c) Indemnification. Developer shall hold harmless, indemnify and, at the City's request, defend City (with counsel reasonably acceptable to City), its officers, employees, authorized agents, boards and commissions, whether elected or appointed, from and against all third party claims, demands, actions, causes of action, losses, damages, liabilities, costs and expenses, including but not limited to reasonable attorney's fees or obligations, for or in connection with any claim that the Artist's rights under VARA or CAPA have been violated, as well as in connection with any claim related to personal injury (including, but not limited to, death) or damage to property (both real and personal) to the extent arising out of or connected with the negligent act, error or omission of Developer, its agents, contractors, subcontractors, or employees in connection with the performance of this Agreement. The foregoing hold harmless statement of Developer shall apply to all damages and claims for damages of every kind suffered or alleged to have been suffered by reason of the activities undertaken pursuant to this Agreement, regardless of whether or not City has approved the plans or specifications for the Public Art and regardless of whether or not insurance policies have been determined to be applicable to any such damages or claims for damages.

1.5 Satisfaction of the Condition. City agrees that compliance with this Agreement and the Long Term Encroachment Agreement shall fully satisfy the Condition. Provided Developer is in substantial compliance with this Agreement and the Long Term Encroachment Agreement and has otherwise fulfilled any non-Public Art-related requirements, the City may not withhold issuance of Project building permits and/or certificates of occupancy, including but not limited to the first certificate of occupancy for the Project, based on the Condition.

2. **GENERAL PROVISIONS**

2.1 Incorporation of Recitals. The Recitals set forth above are true and correct and incorporated into this Agreement by reference.

2.2 Notices, Demands and Communications Between the Parties.

2.2.1 **Delivery**. Any and all notices submitted by any Party to another Party pursuant to or as required by this Agreement shall be proper if in writing and dispatched by messenger for immediate personal delivery, nationally recognized overnight (one business day) courier (i.e., United Parcel Service, Federal Express, etc.) or by registered or certified United States mail, postage prepaid, return receipt requested, to the address of the recipient Party, as designated in this Section. Notices may be sent in the same manner to such other addresses as the Parties may from time to time designate by notice in accordance with this Section. Notice shall be deemed received by the addressee, regardless of whether or when any return receipt is received by the sender or the date set forth on such return receipt, on the day that it is dispatched by messenger for immediate personal delivery, one business day after delivery to a nationally recognized overnight carrier or two (2) calendar days after it is placed in the United States mail in accordance with this Section 2.2.1. Any attorney representing a Party may give any notice on behalf of such Party.

2.2.2 **Addresses**. The notice addresses for the Parties, as of the Effective Date, are as follows:

To Developer:

Avalon West Dublin, L.P.
455 Market St., Suite 1650
San Francisco, CA 94105
Attn: Charlie Koch
Via email: Charlie_Koch@avalonbay.com

To City:

City of Dublin
100 Civic Plaza
Dublin, CA 94568
Attn: City Manager

With a copy to:
Meyers Nave
555 12th Street, Suite 1500
Oakland, CA 94607
Attn: City Attorney

To Artist:

Norie Sato dba Sato Service LLC
1045 NE 88th St.
Seattle, WA 98115
Via email: satoservice@seanet.com / 206-235-4287

2.3 Relationship of Parties. The Parties each intend and agree that City and Developer are independent contracting entities and do not intend by this Agreement to create any partnership, joint venture, or similar business arrangement, relationship or association between them.

2.4 Legal Actions. Either Party may institute legal action, at law or in equity, to enforce or interpret the rights or obligations of the Parties under this Agreement or recover damages.

2.5 Rights and Remedies are Cumulative. Except as otherwise expressly stated in this Agreement, the rights and remedies of the Parties set forth in this Agreement are cumulative and the exercise by a Party of one or more of such rights or remedies shall not preclude the exercise by such Party, at the same or different times, of any other rights or remedies for the same default or the same rights or remedies for any other default by the other Party or Parties.

2.6 Principles of Interpretation. A word, term or phrase defined in the singular in this Agreement may be used in the plural, and vice versa, all in accordance with ordinary principles of English grammar, which shall govern all language in this Agreement. The words "include" and "including" in this Agreement shall be construed to be followed by the words: "without limitation." Each collective noun in this Agreement shall be interpreted as if followed by the words "(or any part of it)," except where the context clearly requires otherwise. Every reference to any document, including this Agreement, refers to such document, as modified from time to time (excepting any modification that violates this Agreement), and includes all exhibits, schedules, addenda and riders to such document. The word "or" in this Agreement includes the word "and." Every reference to a law, statute, regulation, order, form or similar governmental requirement refers to each such requirement as amended, modified, renumbered, superseded or succeeded, from time to time.

2.7 Governing Law. The procedural and substantive laws of California shall govern the interpretation and enforcement of this Agreement, without application of conflicts or choice of laws principles. The Parties acknowledge and agree that this Agreement is entered into, is to be fully performed in and relates to real property located in the County of Alameda, State of California. All legal actions arising from this Agreement shall be filed in the Superior Court of California in and for the County of Alameda or in the United States District Court with jurisdiction in the County.

2.8 No Third-Party Beneficiaries. Nothing in this Agreement, express or implied, is intended to confer any rights or remedies under or by reason of this Agreement on any person or entity other than the Parties and their respective permitted successors and assigns, nor is anything in this Agreement intended to relieve or discharge any obligation of any third person to any Party or give any third person any right of subrogation or action over or against any Party.

2.9 Time Declared to be of the Essence. As to the performance of any obligation under this Agreement of which time is a component, the performance of such obligation within the time specified is of the essence.

2.10 Legal Costs. In the event that a Party brings an action to enforce this Agreement or otherwise arising out of this Agreement, the prevailing Party in such action shall be entitled to recover from the other Party its Legal Costs (which shall be defined to include all reasonable costs and expenses such Party incurs in any legal proceeding, or other matter for which such Party is entitled to be reimbursed for its Legal Costs, including reasonable attorneys' fees, court costs and expenses and consultant and expert witness fees and expenses).

2.11 Entire Agreement. This Agreement integrates all of the terms and conditions mentioned in this Agreement or incidental to this Agreement, and supersedes all negotiations or previous agreements between the Parties with respect to all or any portion of the Public Art.

2.12 Waivers and Amendments. All waivers of the provisions of this Agreement and all amendments to this Agreement must be in writing and signed by the appropriate authorities of the Parties. Failure to insist on any one occasion upon strict compliance with any term, covenant, condition, restriction or agreement contained in this Agreement shall not be deemed a waiver of such term, covenant, condition, restriction or agreement, nor shall any waiver or relinquishment of any rights or powers under this Agreement, at any one time or more times, be deemed a waiver or relinquishment of such right or power at any other time or times.

2.13 Assignment. With the City's written consent, which will not be unreasonably withheld or delayed, Developer may assign the rights, interests and obligations of Developer arising under this Agreement to a homeowners' association formed for the Project or to a successor in interest or assignee of Developer at which point Developer shall have no further liability hereunder. Developer shall notify the City in writing of the assignment at least thirty (30) calendar days following completion of the assignment.

2.14 Successors and Assigns. All references to the Developer in this Agreement shall be deemed to refer to and include Avalon West Dublin L.P., a Delaware Limited Partnership, and all successors and assigns to Avalon West Dublin L.P., a Delaware Limited Partnership.

2.15 Survival of Agreement. All of the provisions of this Agreement shall be applicable to any dispute between the Parties arising from this Agreement, whether prior to or following expiration or termination of this Agreement, until any such dispute is finally and completely resolved between the Parties, either by written settlement, entry of a non-appealable judgment or expiration of all applicable statutory limitations periods and all terms and conditions of this Agreement relating to dispute resolution and limitations on damages or remedies shall survive any expiration or termination of this Agreement.

2.16 Counterparts. This Assignment may be executed in one or more counterparts. All counterparts so executed shall constitute one agreement, binding on all Parties, even though all Parties are not signatory to the same counterpart. The Parties agree to accept signed copies of this Agreement transmitted by electronic facsimile copies as original documents. The Parties acknowledge that copies of this Assignment may be transmitted by a Party over the Internet and

printed by the recipient and that the printed document may contain different type styles and type sizes, different pagination and different formatting that the original copy of the Assignment in the possession of the Party sending the Assignment. The Parties agree that any such copies of this Assignment shall be accepted by the Parties as true and correct originals of the Assignment so long as the actual text of the Assignment remains the same. This Agreement constitutes the entire understanding and Agreement of the Parties regarding the subject matter of this Agreement.

IN WITNESS WHEREOF, the Parties have signed this Agreement by and through the signatures of their respective authorized representative(s) as follow:

CITY:

CITY OF DUBLIN, a California municipal corporation

By:_____

Name: Linda Smith

Title: City Manager

ATTEST:

By:_____

Name: Marsha Moore

Title: City Clerk

APPROVED AS TO FORM:

By:_____

Name: John Bakker

Title: City Attorney

DEVELOPER:

Avalon West Dublin L.P., a Delaware Limited Partnership

By: DocuSigned by: Joe Kirchofer 2ED2428F56DA44F... _____

Name: Joe Kirchofer

Title: Senior Vice President - Development

EXHIBIT A

Artist Agreement

ARTWORK COMMISSION AGREEMENT

This Artwork Commission Agreement (“Agreement”) is entered into as of June 6, 2022 (the "Effective Date") by and between AvalonBay Communities, Inc. ("Client") and Norie Sato dba Sato Service LLC (“Artist”). Client and Artist are, each, a "Party" and, collectively, the "Parties."

WHEREAS, Client is building a 499-unit apartment building located at 7688 Saint Patrick Way, in Dublin, CA and associated improvements to the public street Saint Patrick Way; and

WHEREAS Artist has been commissioned by Client to create a site-specific sculptural work called “ ACROSSROADACROSS” (“Artwork”),

NOW, THEREFORE, in consideration of good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and incorporating the foregoing recitals, the Parties hereby agree as follows:

1. SCOPE OF SERVICES

(a) Artist’s Obligations.

Subject to the terms and conditions of this Agreement, Artist shall:

(i) perform all services and furnish all supplies, material labor and/or equipment as necessary for the design and fabrication of the Artwork at the Site, as defined in Artist's Design Proposal attached hereto as **Exhibit A** (the "Proposal"), in accordance with the specified schedule. Services shall be performed in a professional manner and in strict compliance with all terms and conditions in this Agreement;

(ii) determine Artistic expression, design, dimensions and materials of the Artwork, subject to review and acceptance by Client as set forth in this Agreement. To ensure that the Artwork as installed shall not interfere with the intended use of the Site, pedestrian and other traffic flow, parking, and safety devices and procedures at the Site, Artist’s proposal shall be reviewed and approved by Client or applicable city departments, and where appropriate, the project architect to ensure compliance with these objectives;

(iii) prepare the design concept in corresponding accordance with the budget, approved by Client (“Budget”) attached as **Exhibit B** and made a part hereof. The design concept shall include a description of all materials and products utilized in the Artwork and the required routine care and upkeep involved;

(iv) attend in person or by phone design and construction coordination meetings with Client, general contractor, architect and other parties, as appropriate, to communicate about the Artwork and to ensure appropriate integration and/or installation of the Artwork;

(v) coordinate with Client's architect, engineers, other consultants, contractors, and subcontractors (collectively, "Client's Consultants") and provide sufficient information and detail to Clent's Consultants in order to confirm that the design and development of the Artwork meets the standards provided for in applicable codes, laws and regulations (the "Structural Specifications"). Artist shall be responsible for coordinating their design to the site's existing conditions and to the landscape, civil, electrical, and joint trench designs that will be built at the site of the artwork. Should any modifications to these landscape, civil, electrical, or joint trench designs be required to accommodate the artwork, the artist shall request these modifications in as timely a manner as possible;

(vi) complete the fabrication of the Artwork by the scheduled installation date as provided in **Exhibit C** attached hereto and made a part herof,

(vii) arrange the transportation and installation of the Artwork in consultation with Client by the estimated completion date of __11/15/2023_____(the "Final Completion Date"), or such date as the Parties may agree upon in writing. Notwithstanding the foregoing, however, in the event of a Force Majeure (as defined in Section 7(b) below), the Final Completion Date shall be extended for an additional period equal to the amount of delay caused by such event of Force Majeure. If Artist does not install the Artwork himself or herself, Artist shall supervise and approve the installation;

(viii) provide required insurance in amounts and limits specified in Section 16 and **Exhibit D**;

(ix) provide Client with a list of all subcontractors, if any, along with a copy of the agreement between Artist and each subcontractor;

(x) provide a maintenance manual with a description of all materials and products utilized in the Artwork and the required care and upkeep involved; and

(xi) provide photographic documentation of the Artwork in development.

(xii) Lights to be installed in artwork by Artist; and lights, timer, and controller are included in Artist budget. Artist agrees to ensure that the budget for additional electrical needs to be handle by MCH Electric and payed separately by AvalonBay does not exceed $35,000.

(b) Client's Obligations

Subject to the terms and conditions of this Agreement, Client shall:

(i) be responsible for providing Artist, at no expense to Artist, copies of existing designs, drawings, reports, and other existing relevant data, if any, in Client's possession, which is needed by Artist in order to perform;

(ii) appoint an individual employee or consultant of AvalonBay to serve as its representative with regard to the design and installation of the Artwork. Such individual's

role shall include, at a minimum, the communication of AvalonBay's design aesthetic to Artist, so as to avoid conflicting viewpoints and instructions.

(iii) coordinate any necessary site preparation with Artist, including before the building is completed, so as to minimize site preparation costs to Artist as possible. Should artwork installation take place after completion of the Project, AvalonBay agrees to provide access to the installation site. Should Artist be informed of or discover unforeseen site conditions that were not previously known that result in the need for design changes that result in additional costs, such changes shall be subject to discussion and approval.

(iv) be responsible for the excavation and installation of the seatwall;

(v) be responsible for cost of artwork conduit & junction boxes, electrical wires, pulling of wires, and attaching wires to artwork lights, timer, and controller in building's equpment room that will not exceed $35,000 and will installed by MCH Electric.

(vi) secure any and all required licenses, permits and similar legal authorizations at Artist's expense as may be necessary for the installation and maintenance of the Artwork at the Site.

(c) Cooperation. Subject to the terms and conditions set forth in this Agreement, Artist and Client together shall cooperate and exchange such information as is reasonably required to coordinate work on the specific details of the installation of the Artwork.

2. DESIGN

(a) Approval. Prior to execution of this Agreement, Client has had the opportunity to notify Artist if it requires any revisions to the Artwork design (the "Design") in order to comply with any applicable laws, ordinances and/or regulations or for other reasons including, but not limited to, ensuring the physical integrity of the Artwork or its installation at the Site. If such notification has been delivered, Artist shall use best efforts to incorporate such revisions as part of the Design.

(b) Final/Construction Documents.

(i) Artist will provide structural engineering drawings, as needed, prepared by a qualified engineer, licensed by the state and paid by Artist, certifying that the Artwork will be of adequate structural integrity and Artist shall provide Client with such certification.

(ii) Where appropriate, as determined by Client, Artist shall present the Design to a qualified conservator, who will make recommendations on the maintenance of the Artwork, and Artist shall provide a written copy of the conservator's recommendations to Client.

3. CHANGES TO THE DESIGN

(a) Artist Revisions. Prior to the execution of any change in the approved Design, Artist shall present proposed changes in writing to Client for further review and approval. Artist must provide a detailed description of any significant changes in Artistic expression, design, dimensions and materials of the Artwork that is not permitted by nor in substantial conformity with the already approved Design or any change that affects the Budget. Such notice will also include a detailed description of any additional costs that may be incurred or changes in the Budget. A significant change is any change that materially affects installation, scheduling, Site preparation or maintenance of the Artwork or the concept of the Artwork as represented in the Design or is visible to the general public.

(b) Approval. If Client approves the changes, Client shall promptly notify Artist in writing. If Client disapproves of the changes, Client shall promptly notify Artist in writing and Artist shall continue to fabricate the Artwork in substantial conformity with the Design. Should the Artist requested changes be caused by a site condition that was unknown at the time of this proposal and/or is subsequently brought to Artist's attention by AvalonBay or its contractors, should AvalonBay disapprove the changes requested by Artist, AvalonBay shall bear legal and financial liability for any matters arising from its disapproval of the requested changes.

4. FABRICATION STAGE

(a) Conformity to Design. Artist shall fabricate and install the Artwork in substantial conformity with the Design. Artist may not deviate from the approved Design without written approval of Client.

(b) Protection of Artwork. Artist shall take reasonable measures to protect or preserve the integrity of the Artwork such as the application of protective or anti-graffiti coatings, if applicable, unless Client disapproves. If the Artwork is being constructed on-site, Artist shall avoid creating nuisance conditions arising out of Artist's operations. Prior to requesting authorization to transport and install the Artwork, Artist shall be required to provide Client with a list of all workers or subcontractors and equipment to be used along with the hours of operation and the scope of work to be performed on site. All additional workers or subcontractors must provide proof of insurance prior to entering the Site.

(c) Client Review. Client shall have the right to review the Artwork at reasonable times during the fabrication, upon reasonable notice. If Client, upon review of the Artwork, determines that the Artwork does not conform to the Design or a revised and approved Design, Client reserves the right to notify Artist in writing of the deficiencies and that Client intends to withhold the next budget installment. If Artist disputes Client's determination that the Artwork does not conform, Artist shall promptly submit reasons in writing to Client within seven (7) days of Client's prior notification to the contrary. Client shall make reasonable efforts to resolve the dispute with Artist in good faith.

(d) Artist Cure. In the event that Artist does not dispute Client's determination that the Artwork does not conform, Artist will promptly cure Client's objections and will notify Client in writing of completion of the cure. Client shall promptly review the Artwork, and upon approval

shall release the next budget installment. Nothing in this Section 4 is intended to abrogate the dispute resolution terms of Section 26, below.

(e) Notice of Completion. Artist shall notify Client in writing when fabrication of the Artwork has been completed, and that the Artwork is ready for delivery and installation at the Site if the Artwork was fabricated off-site.

(f) Inspection and Approval. Client shall inspect the Artwork within five (5) days after receiving notification pursuant to paragraph (e), prior to installation, to determine that the Artwork conforms with the Design and to give final approval of the Artwork. Client shall not unreasonably withhold final approval of the fabricated Artwork. In the event that Client does withhold final approval, Client shall submit the reasons for such disapproval in writing within five (5) days of examining the fabricated Artwork. Artist shall then have ten (10) days from the date of Client's notice of the disapproval to either dispute the basis for disapproval in writing or make the necessary adjustments to the fabricated Artwork in accordance with such writing, unless such adjustments require longer than ten days, in which case Artist will begin to make the adjustments within ten days. Artist shall then be held responsible for any expenses incurred in correcting such deviation.

(g) Installation Delays. Client shall promptly notify Artist of any delays impacting installation of the Artwork. Any additional storage fees incurred as a result of such delays are the responsibility of Client.

(h) Site Inspection. Artist shall be required to inspect the Site prior to the transportation and installation of the Artwork and shall notify Client of any adverse Site conditions readily apparent to Artist that will impact the installation of the Artwork.

5. FINAL ACCEPTANCE. Client shall inspect the installation of the Artwork within five (5) days after receiving notification that installation of the approved Artwork has been completed, to determine that the installation conforms with the Design and specifications. Client shall not unreasonably withhold final approval of the installation. Client's final approval of the installation shall constitute "Final Acceptance" of the Project.

6. COST AND PAYMENT

(a) Total Artwork Payment

The total payment due to Artist for the Artwork and all work to be performed under this Agreement is an amount equal to $610,000 (the "Total Artwork Payment").

(b) Budget and Milestone Payments

(i) The Artwork shall be completed in separately defined, successive stages (the "Phases.")

(ii) A schedule of milestones in the design, fabrication, and installation Phases of the Artwork is set forth on **Exhibit C** (the "Milestones").

(iii) The initial Budget, set forth in **Exhibit B**, sets forth the direct costs of fabricating, transporting, and installing the Artwork. The Budget may be amended from time to time, in writing and signed by both Parties, to reflect updated, agreed-upon costs.

(c) Payment Terms and Schedule

(i) The Total Artwork Payment shall be earned and paid in installments upon the achievement of the Milestones, pursuant to the terms in **Exhibit C**. Artist shall provide Client two (2) weeks' notice and submit an invoice before the expected completion of any Milestone so that Client is prepared to make the associated payment within thirty (30) days of receipt of the invoice.

(ii) Artist shall notify Client of the tentative schedule for the fabrication and installation of the Artwork, including a schedule for the submission of progress reports and inspections if any. The Schedule may be amended by written agreement.

(iii) Client acknowledges that successive Phases are dependent upon prompt Milestone payments. Artist is not be responsible for delays caused by Client's failure to make payment when due.

(e) Taxes. Any state or federal sales, use or excise taxes, or similar charges relating to the services and materials under this Agreement shall be paid by Artist in a timely fashion.

7. TIME OF PERFORMANCE. Time is of the essence in this Agreement. Artist shall dedicate such time and effort as is necessary to fulfill Artist's obligations to completely finish and install the Artwork to the satisfaction of Client within the timelines set forth in **Exhibit C**, except as the Artwork may be delayed by circumstances described in Sections 6(c) or 7(b).

8. TERM

(a) Duration. This Agreement shall be effective on Effective Date and, unless terminated earlier pursuant to such provisions in the Agreement, shall extend until Final Acceptance, or submission of final payment to Artist by Client under **Exhibit C,** whichever is later. Extension of time of performance hereunder may be granted upon the request of one Party and the consent of the other thereto, which consent shall not be unreasonably withheld. Such extension shall be in writing, signed by both Parties, and attached to the schedule under provided in **Exhibit C**.

(b) Force Majeure. Client shall grant to Artist a reasonable extension of time in the event that conditions beyond Artist's control render timely performance of Artist's services impossible or unduly burdensome ("Force Majeure"). All such performance obligations shall be suspended for the duration of the condition. Both Parties shall take all reasonable steps during the existence of the condition to assure performance of their contractual obligations when the condition no longer exists. Failure to fulfill contractual obligations due to conditions beyond either Party's reasonable control will not be considered a breach of contract, provided that such obligations shall be suspended only for the duration of such conditions.

9. TERMINATION.

(a) Termination for Convenience. Client shall have the right to terminate this Agreement for any reason at any time by giving ten (10) days' written notice to Artist to stop work. Client shall pay Artist for all Milestone payments owed Artist through the date of termination, as well as (i) all unreimbursed costs incurred by Artist to design, fabricate, or install the Artwork from the completion date of the most recently completed Phase, and (ii) all future costs that Artist cannot reasonably avoid that are reasonably related to performance of Artist's obligations hereunder.

(b) Termination for Default. If Artist willfully or negligently fails to fulfill in a timely manner, or otherwise violates any of the covenants, agreements or stipulations material to this Agreement, Client shall thereupon have the right to terminate this Agreement by giving written notice to Artist of its intent to terminate specifying the grounds for termination. Artist shall have twenty (20) days after the effective date of the notice to cure the default, unless the default is not capable of being cured within twenty days, in which case Artist shall commence to cure the default within such time. If it is not timely cured, or the cure is not timely commenced, as applicable, this Agreement shall terminate.

(c) Effect of Termination for Artist's Default.

(i) If Artist defaults for cause other than death or incapacitation, Artist shall return to Client all funds provided by Client. Artist shall provide an accounting. All finished and unfinished drawings, sketches, photographs and other Artwork products prepared and submitted or prepared for submission by Artist under this Agreement shall be retained by Artist. Artist shall retain the copyright in the Artwork and all rights under Section 13 and Section 14.

(ii) Upon notice of termination, Artist and his/her subcontractors shall cease all services affected.

10. DOCUMENTATION OF WORK. At the conclusion of the project Artist shall provide to Client ten (10) high resolution (300 dpi minimum) digital images documenting the processes of Artwork fabrication and installation and, contingent upon such transfer of title to the Artwork in accordance with Section 11, Artist hereby sells, assigns, and transfers to Client the digital images and agrees, on his/her own behalf and on behalf of his/her heirs, legatees and successors in interest, not to assert any interest in the digital images inconsistent with the sale to Client hereunder and after such sale, Client shall be the owner of the digital images. Nothing in this Section 10 is intended to contravene the rights granted, reserved, and licensed in Section 14, below.

11. TRANSFER OF TITLE; RISK OF LOSS

(a) Title to the Artwork. Title to the Artwork will transfer to Cleint when (a) Artist has completed and installed the Artwork, and (b) Artist has received full payment under Section 6, above. Artist shall provide Client with a Transfer of Title Contingent upon such transfer of title. Artist hereby sells, assigns, and transfers to Client the Artwork and agrees, on his/her own behalf and on behalf of his/her heirs, legatees and successors in interest, not to assert any interest in the Artwork inconsistent with the sale to Client hereunder and after such sale, Client shall be the owner

of the Artwork. Risk of damage or loss in connection with the Artwork will transfer to Client when the Artwork is installed. If the Artwork is damaged or destroyed in whole or in part prior to such installation, Artist shall be responsible for restoring or replacing the Artwork and installing the Artwork in accordance with the terms of this Agreement at his sole cost and expense, and Client shall not be required to pay any additional amounts to Artist other than any portion of the Total Artwork Payment not yet paid to Artist pursuant to Section 6 of this Agreement. Notwithstanding the foregoing, Client shall pay all such cost and expense to the extent such damage or destruction arises out of the negligence of Client or Client's contractors and employees, which payments shall be in addition to the Total Artwork Payment set forth in Section 6(a).

12. ARTIST REPRESENTATIONS AND WARRANTIES.

(a) Warranties of Title

Artist warrants and represents to Client that:

(i) Artist holds all rights to the Artwork, free and clear of any liens, encumbrances, licenses, or claims of any nature, and has not made any agreement inconsistent with the commissioning of the Artwork to Client.

(ii) The Artwork is unique and original and shall not infringe on any third party's intellectual property rights.

(iii) Artist will provide maintenance management manual, schedule and warranties for two (2) years following completion as set forth in subpart (b), below. If unforeseen issues arise (building construction related damage or vandalism) Artist will have an opportunity to provide a proposal to repair the art and submit expenses for reimbursement by Client.

(iv) Artist has the full power to enter into and perform this Agreement and to make the grant of rights contained in this Agreement.

(v) All services performed hereunder shall be performed in accordance with all applicable laws, regulations, ordinances, etc. and with all necessary care, skill, and diligence.

(vi) These representations and warranties shall survive the termination or other extinction of this Agreement.

(b) Warranties of Quality and Condition

(i) Artist represents and warrants that all work will be performed in accordance with professional "workmanlike" standards and free from defective or inferior materials and workmanship (including any defects consisting of "inherent vice," or qualities that cause or accelerate deterioration of the Artwork) for two years after the date of Final Acceptance by Client under Section 5.

(ii) Artist represents and warrants that the Artwork and the materials used are not currently known to be harmful to public health and safety.

(iii) Artist represents and warrants that reasonable maintenance of the Artwork will not require procedures substantially in excess of those described in the maintenance and preservation recommendations submitted by Artist pursuant to Section 1(a)(xi).

(iv) If within two years Client observes any breach of warranty described in this Section 12(b) that is curable by Artist, Artist shall, at the request of Client, cure the breach promptly, satisfactorily and consistent with professional conservation standards, at no expense to Client. Client shall give notice to Artist of such breach with reasonable promptness.

(v) If after two years Client observes any breach of warranty described in this Section 12(b) that is curable, Client shall contact Artist to make or supervise repairs or restorations. Artist or Artist's subcontractor shall make or supervise repairs or restorations at Artist's or Artist's subcontractor's then current professional hourly rates and direct expenses or such work, payable by Client..

(vi) Acceptable Standard of Display. Artist represents and warrants that:

(a) General routine cleaning and repair of the Artwork and any associated working parts and/or equipment will maintain the Artwork within an acceptable standard of public display.

(b) Foreseeable exposure to the elements and general wear and tear will cause the Artwork to experience only minor repairable damages and will not cause the Artwork to fall below an acceptable standard of public display.

(c) With general routine cleaning and repair, and within the context of foreseeable exposure to the elements and general wear and tear, the Artwork will not experience irreparable conditions that do not fall within an acceptable standard of public display, including mold, rust, fracturing, staining, chipping, tearing, abrading and peeling. Notwithstanding the foregoing, Artist cannot warranty that paint will withstand accidental or intentional damage, including scratching, scraping, or the like.

(d) Manufacturer's Warranties. To the extent the Artwork incorporates products covered by a manufacturer's warranty, Artist shall provide copies of such warranties to Client.

13. RIGHTS OF REPRODUCTION; INTELLECTUAL PROPERTY AND PUBLICITY RIGHTS.

(a) Artist shall retain the copyright to the Artwork and the right to claim authorship of the Artwork. Artist warrants that the Artwork is and shall be a limited edition of one. Artist has not and, provided this Agreement is not terminated pursuant to section 9, will not create a reproduction of the Artwork in the same size, medium, and color without the written permission of Client.

(b) Client shall ensure that Artist's name and copyright date is publicly displayed on, at, or near the Artwork.

(c) In furtherance and not in limitation of the foregoing, contingent upon the transfer of title to the Artwork noted in Section 11, above, Artist hereby grants to Client and its successors, agents and representatives a non-exclusive, royalty-free, irrevocable, worldwide license to create (i) photographic, video, or film images of the Artwork and to distribute or use such images in connection with the ownership, management, promotion and marketing of the Project This Section 13 is intended to be an express grant of limited rights of reproduction under California Civil Code Section 982(c). No other rights of reproduction are granted unless set forth herein. In no event may replicas of the Artwork be offered for sale in any manner without separate authorization from Artist and express written agreement between the Parties.

(d) Client shall have the right, upon Arist's prior approval which shall not be unreasonably withheld, to use Artist's name, likeness, and biographical information, in connection with the display or reproduction and distribution of the Artwork including all advertising and promotional materials pursuant to section 13(c). Artist shall be reasonably available to attend any inauguration or presentation ceremonies relating to the public dedication of the Artwork.

14. ARTIST'S RIGHTS

(a) Artist Credited. Client shall use commercially reasonable efforts to identify Artist as the creator of the Artwork.

(b) Right to Repair and/or Alter the Artwork. Client may make or authorize others to repair, refurbish, or otherwise maintain the Artwork, or enter into a further agreement with Artist for such services. Client will not intentionally alter, modify, change, destroy or damage the Artwork without first obtaining permission from the Artist. Notwithstanding the foregoing, If Client reasonably determines that the Artwork presents imminent harm or hazard to the public, other than as a result of Client's failure to maintain the Artwork as required under this Agreement, Client may authorize the removal of the Artwork without the prior approval of the Artist.

(c) VARA and CAPA Rights. If any alteration or damage to the Artwork occurs after installation and transfer of title, whether intentional or accidental and whether done by Client or others, without Artist's consent, Artist shall have the right to disclaim authorship of the Artwork in accordance with Visual Artists Rights Act (17 U.S.C. §§ 106A and 113(d) (VARA) and the California Art Preservation Act (Cal. Civil Code §§ 987 and 989) (CAPA), in addition to any remedies the Artist may have in law or equity under this Agreement.

(d) Disposal of Artwork. In the event that Client intends to remove or dispose of the Artwork, Client shall make reasonable good faith efforts to notify Artist. Artist shall have sixty (60) calendar days from receipt of such notice to remove the Artwork, at Artist's

expense. If Artist fails to remove the Artwork within that sixty-day period, Client may dispose of the Artwork by any means, including destruction, in its sole discretion. For the avoidance of doubt, the following activities, alone, shall not constitute disposal or destruction: Relocation, whether temporary or permanent; storage for any length of time; or transfer of possession.

(e) Precedence of Agreement. The terms of this section 14 are intended to replace and substitute for the rights of the Artist under VARA, CAPA, or any other local, state, federal or international moral rights laws that protect the integrity of works of art, to the extent that any portion of this Agreement is in direct conflict with those rights. The Parties acknowledge that this Agreement supersedes those laws to the extent that this Agreement is in direct conflict therewith.

15. INDEMNITY

(a) By Artist. Artist shall defend, indemnify and hold Client, its members, and its and their members, partners, officers, directors, employees and agents harmless from and against all claims, demands, liabilities, losses, damages and expenses (including but not limited to attorneys' and expert witness fees and costs) (collectively, "**Liabilities**"), and by whomsoever brought arising out of Artist's breach of this Agreement or the actions or omissions of Artist, Artist's subcontractors and agents, or anyone acting on behalf of Artist pursuant to Artist's performance of this Agreement; provided that the foregoing indemnity does not apply to Liabilities to the extent arising from the negligence or willful misconduct of the Client Indemnitees, their respective subcontractors or agents. The obligations under this Section shall extend to any claim or legal proceeding brought by employees of Artist against Client or other Indemnitees for injury or death while rendering services in connection with this Agreement. Client's review and approval of any documents prepared or furnished by Artist shall not relieve Artist of the foregoing obligations. Artist shall also cause to be released of record any mechanics' or material suppliers' liens encumbering Client's property which arise out of Artist's work or services and shall defend, indemnify and hold harmless Client from any Liabilities arising out of or related to such liens.

(b) By Client. Client shall defend, hold harmless and indemnify Artist, his/her agents and employees, and each and every one of them (collectively, the "**Artist Indemnitees**"), from and against any and all Liabilities of every type and description (i) arising from personal injury or death or damage to personal property that arise out of, pertain to or relate solely to any negligent act or omission, recklessness or willful misconduct of Client, its subcontractors or agents, and their respective officers and employees, in connection with Client's performance under this Agreement; provided that the foregoing indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss, damage or expense to the extent arising from the sole negligence or willful misconduct of the Artist Indemnitees; or (ii) arising from or related to Client's breach of this Agreement.

(c) Survival: The provisions of this Section 15 shall survive any expiration or termination of this Agreement.

(d) Notice. The Indemnified Party shall provide prompt notice to the Indemnifying Party of any potential claim subject to indemnification hereunder. The Indemnifying Party will

assume the defense of the claim through counsel designated by it and reasonably acceptable to the Indemnified Party. The Indemnifying Party will not settle or compromise any claim, or consent to the entry of any judgment, without written consent of the Indemnified Party, which will not be unreasonably withheld. The Indemnified Party will reasonably cooperate with the Indemnifying Party in the defense of a claim, at Indemnifying Party's expense. The Indemnified Party at its own expense may hire counsel to participate in the defense of a claim.

16. INSURANCE. Artist shall obtain and maintain, at its expense, with a carrier authorized to do business in California and having a Best's rating of at least A-VIII, the insurance specified on **Exhibit D**.

17. LIMITATION OF LIABILITY. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY UNDER ANY THEORY OF TORT, CONTRACT, STRICT LIABILITY OR OTHER LEGAL OR EQUITABLE THEORY FOR LOST PROFITS, LOST REVENUE, OR LOSS OF BUSINESS, WHICH ARE HEREBY EXCLUDED BY AGREEMENT OF THE PARTIES REGARDLESS OF WHETHER SUCH LOST PROFITS, LOST REVENUE, OR LOSS OF BUSINESS WAS FORESEEABLE OR WHETHER A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS. THE PROVISIONS OF THIS SECTION 16 SHALL SURVIVE ANY EXPIRATION OR TERMINATION OF THIS AGREEMENT.

18. NOTICE. Any notices or other communications hereunder may be in writing and will be deemed delivered (a) when personally delivered to the Party to whom directed, (b) five (5) days following deposit in the United States mail, certified mail, return receipt requested, (c) the next business day following the date of deposit with FedEx (or other nationally recognized overnight delivery service) for next day delivery, or (d) by email, and will be effective when receipt is acknowledged, addressed to the Parties at the following addresses, or at addresses later provided by written notice to the other Party in the manner provided in this paragraph:

If to Artist: Norie Sato dba Sato Service LLC
__1045 NE 88th St._____
__Seattle, WA 98115_____
__satoservice@seanet.com / 206 235-4287___

If to Client:

Either Party may change the contact information in this Section by written notice to the other Party. Artist agrees that notice delivered by Client pursuant to this Section 18 shall constitute a diligent attempt to contact Artist under Section 987 of the California Civil Code.

19. ASSIGNMENT. Client shall have the right to assign all or any part of its rights under this Agreement in its discretion, including but not limited to transferring such rights to a successor owner or tenant of the Project. The terms and conditions of this Agreement shall inure to the benefit of and be binding upon the respective successors and assigns of the Parties hereto.

20. EXHIBITS. All exhibits referred to herein are attached hereto and are by this reference incorporated as if set forth fully herein.

21. AMENDMENT. This Agreement, including any Exhibits thereto, may be amended only in writing signed by the Party against whom, or against whose successors and assigns, enforcement of the change is sought.

22. BINDING EFFECT. This Agreement shall be binding on the heirs, executors, administrators, successors and assigns of the Parties.

23. SEVERABILITY. If any term, provision, or application of this Agreement is held invalid or unenforceable, the remainder of this Agreement, and any application of its terms and provisions will not be affected by that invalidity, but will remain valid and enforceable.

24. SOLE AGREEMENT. This Agreement constitutes the sole agreement between Artist and Client respecting the transfer of rights to the Artwork, and correctly sets forth mutual obligations of Artist and Client as of its date. Any agreements or representations respecting the subject matter hereof not expressly set forth in this Agreement are null and void.

25. CHOICE OF LAW AND DISPUTE RESOLUTION.

(a) Comply With Laws. Artist, its employees, subcontractors and others acting under Artist's direction or control shall at all times observe and comply with any and all applicable laws, regulations and governmental orders and official interpretations thereof, including, but not limited to, all orders of governmental bodies and agencies relating to the safety of employees or to safety in the performance of the work. Artist shall obtain and maintain all applicable licenses and permits for the conduct of its business and performance of services specified in this Agreement.

(b) Arbitration. Any controversy or claim arising out of or related to this Agreement, or the breach thereof, however, characterized, shall be resolved through a binding, non-public arbitration before a single arbitrator selected as provided in this Section. Any Party initiating arbitration shall give written notice to the other Party, which notice shall state with particularity the nature of the dispute and the basis and computation of the demand for relief, making specific reference to the provisions of this Agreement pertaining to the dispute. At the option of Client by notice to Artist, if all or part of the resolution of such dispute would require the participation as a party by a person or entity that is not similarly bound to participate in this arbitration or does not agree to be joined in such arbitration, the provisions of this Section shall not apply to such dispute. The Parties agree to use the services of JAMS/ENDISPUTE ("JAMS") located in San Francisco, California, or a successor or similar dispute resolution service if JAMS is no longer in existence. If the Parties cannot agree upon an arbitrator within fourteen (14) days following the giving of demand for arbitration, either of the Parties shall request that JAMS provide a list of no less than five potential arbitrators. Any potential arbitrators shall be former judges in either the California Superior Court or the Court of Appeals or persons who shall have had at least fifteen (15) years of continuous experience in a business relating to the issue to be resolved in the San Francisco Bay Area and not have been employed by either of the parties to this dispute within the preceding five (5) years. .

26. INDEPENDENT CONTRACTOR. Artist agrees to perform all Artwork under this Agreement as an independent contractor and not as an agent or employee of Client. Artist acknowledges and agrees that Artist shall not hold himself or herself out as an authorized agent of Client with the power to bind Client in any manner. Artist shall be solely responsible for any withholdings, deductions or payments which may be required in connection with payments he/she receives. Artist shall provide Client with Artist's Tax Identification Number and any proof of such number as requested by Client.

27. COUNTERPARTS. This Agreement may be executed in counterparts with all those counterparts together constituting one original of this Agreement

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written.

ARTIST:

_____

Date: June 3, 2022

By: Sato Service LLC

Name: Norie Sato

Title: Artist/Manager

Date: June 3, 2022

CLIENT:

By: AVALONBAY COMMUNITIES, INC.,

a Maryland corporation

By: _____

Joe Kirchofer
Vice President, Development

Date: 6/8/22



ACROSSROADSACROSS

A conceptual proposal
St. Patrick Way Extension,
Dublin, California

Norie Sato, artist
May 2022 revision

INSPIRATIONS:

From the Dublin CA site about its history:

Crossroads of the Bay Area

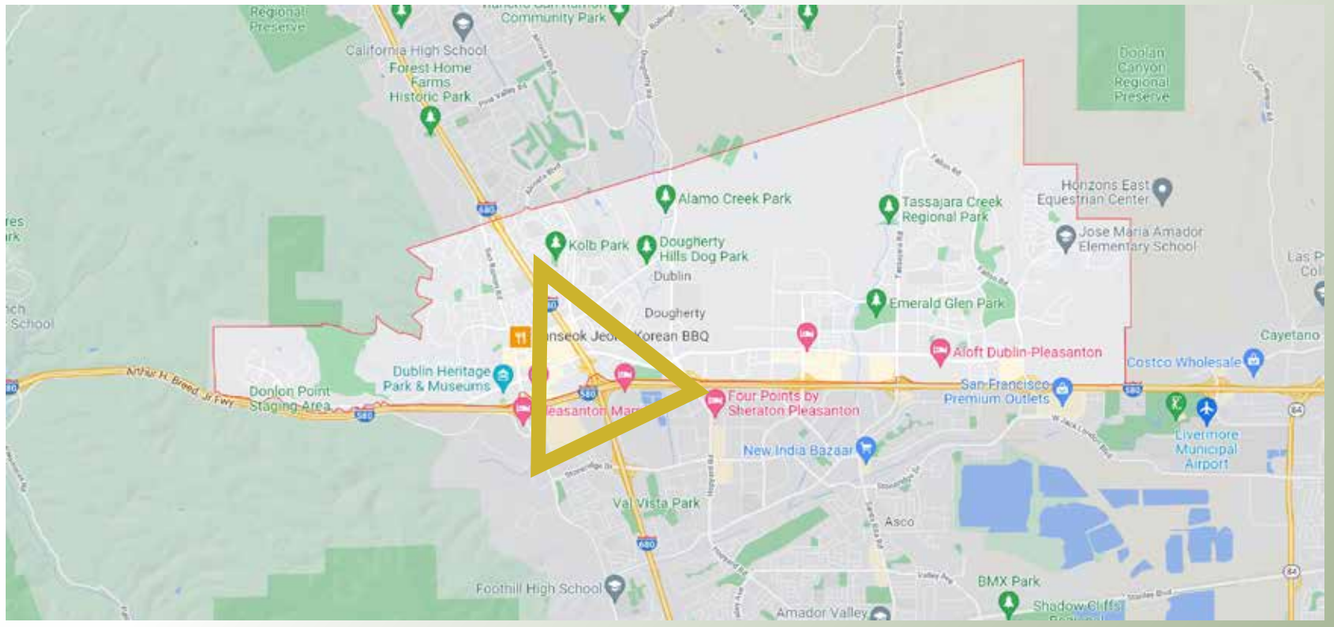
"The City of Dublin has long been known as a crossroads of the San Francisco Bay Area. Dublin is located at the crossroads of two major highways: Interstate 580 and Interstate 680. However, the significance as a crossroads dates back hundreds of years, even to times when Native American trading trails crossed here. The significance of crossroads grew over time to include Spanish explorers; early Mexican and mission trails; gold rush travelers; early ranchers and farmers; stagecoaches; freight wagons; and later, bicycles, cars, trucks, and motorcycles. With Dublin at the center, important road connections led north to Martinez and Contra Costa county, south to San Jose and Santa Clara county, east to Stockton and the East Coast, and west to Hayward, Oakland, and San Francisco. Through the years, Dublin has seen Native American hunters and traders; migrating families looking for new homes; gold seekers; farmers; ranchers; military convoys on the way to war; and many, many cars on their commute."

The notion of Three:

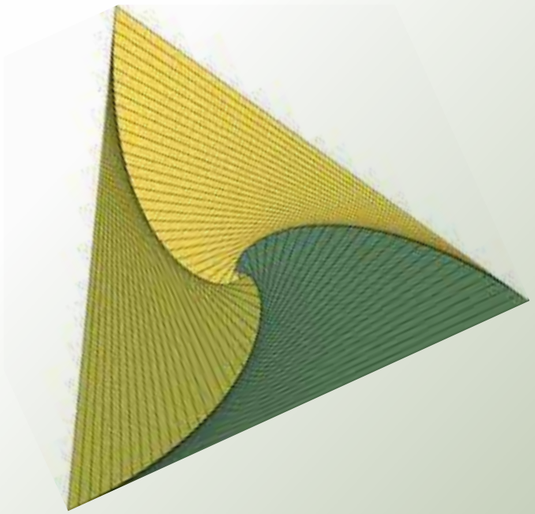
Community, connections, Individual+duo=trio
Triangles, intersection
Crossroads and triangles could form the "structure" of the wall

Natural-Organic Connection

Trifolium: Looking at the structure of the plant, its pattern-ing, veining, the way the leaves attach to the stem, for example


Regional Preserve
California High School
Forest Home Farms Historic Park
Community Park
Doolan Canyon Regional Preserve
Alamo Creek Park
Tassajara Creek Regional Park
Horizons East Equestrian Center
Jose Maria Amador Elementary School
Kolb Park
Dougherty Hills Dog Park
Dublin
Dougherty
Emerald Glen Park
Aloft Dublin-Pleasanton
Costco Wholesale
Cayetano
Dublin Heritage Park & Museums
Donlon Point Staging Area
Four Points by Sheraton Pleasanton
San Francisco Premium Outlets
Livermore Municipal Airport
New India Bazaar
Val Vista Park
Asco
BMX Park
Foothill High School
Amador Valley









The Artwork:

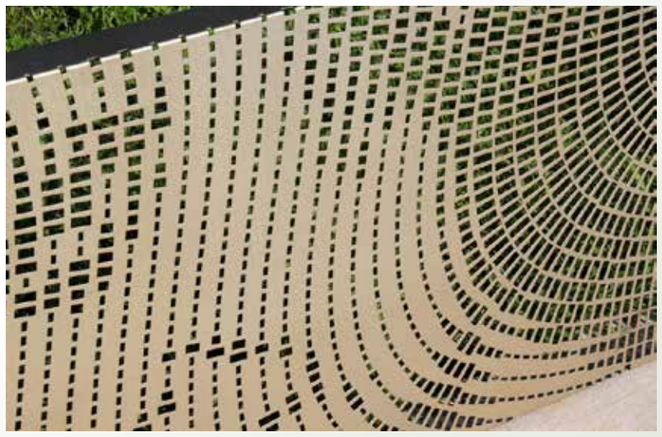
1. A Series of curved painted aluminum panels laser cut with various patterns create layering, moire pattern movement and shifting views as one moves along the length of the road. Depending on the speed and location, different combinations and legibility of various images emerge, disappear, become abstract, pull into focus. These panels will create the bulk of the screening and a backdrop to the street. The curves soften the effect of the screen, while layering images and allowing interesting juxtapositions between different panels.

The panels will be created in collaboration with AZahner Company, a fabricator based in Kansas City, using their ImageLines system of transforming images into perforations. This "standardization" allows for a more cost effective method of producing dynamic and unique image effects. They have a great deal of expertise, capability and options for materials and other fabrication techniques. I have worked with them on other recent projects and feel them uniquely well-suited for this project and complexities.

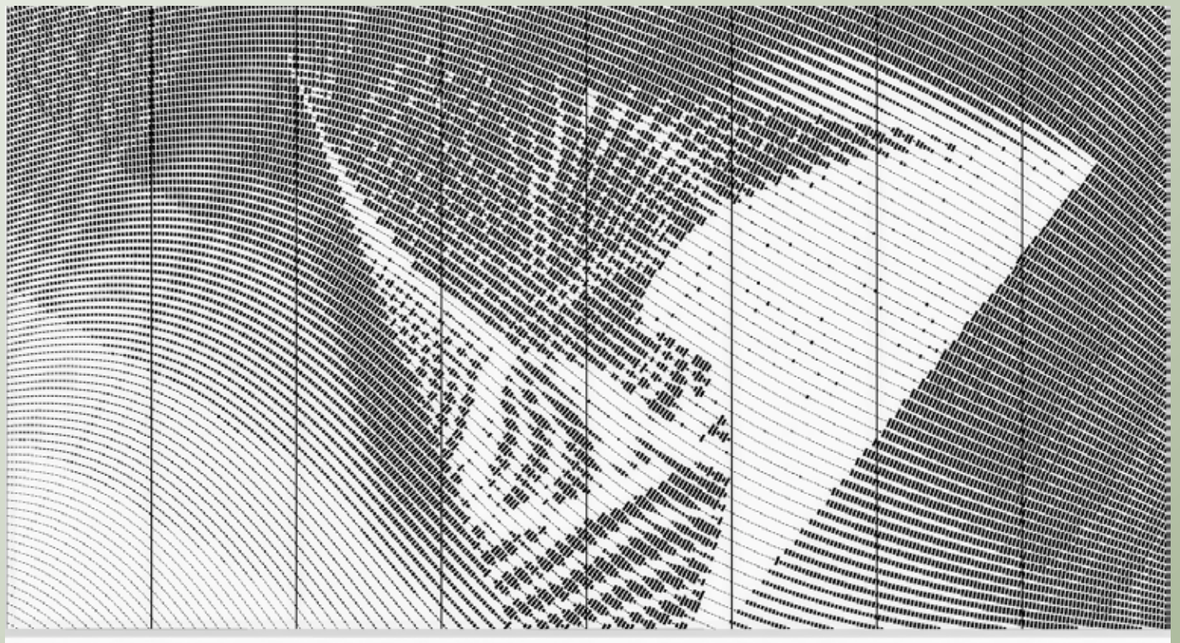
The proposed material is painted aluminum which will be bent and cut as necessary for structure and attachment. The attachment to the concrete seating wall will be mechanical, using stainless steel fasteners, galvanized steel angles, which will allow for strength, permanence, yet replaceability.

The height of the screens are 5' X various lengths. When placed on an 18" high seating wall, the height of the screens will be 6'8" above grade.
In the proposed layout, approximately 146 panels are included. Some variation in height could be introduced, if final engineering and budget allow.

2. Lighting will be incorporated in 2 ways: A): Cylindrical colums out of the same panel materials and colors with perforated patterns and up lights at bottom
B): "Clover Flower" lights are whimsical sculptural interpretations of a clover flower, continuing the thematic connection emanate light from the "petals" placed on a pole and create a counterpoint to the geometry of the screenwall and other lighting.



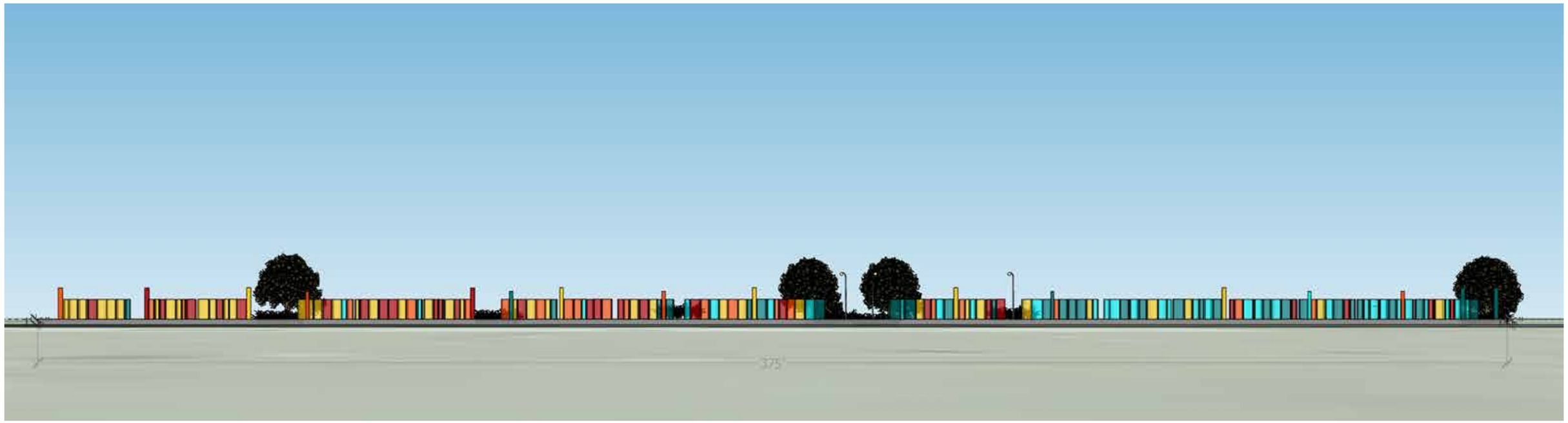




For more information about the capabilities of this system, please go to:
https://www.azahner.com/labs/imagelines/

DIAGRAMMATIC OVERVIEW OF THE ARTWORK

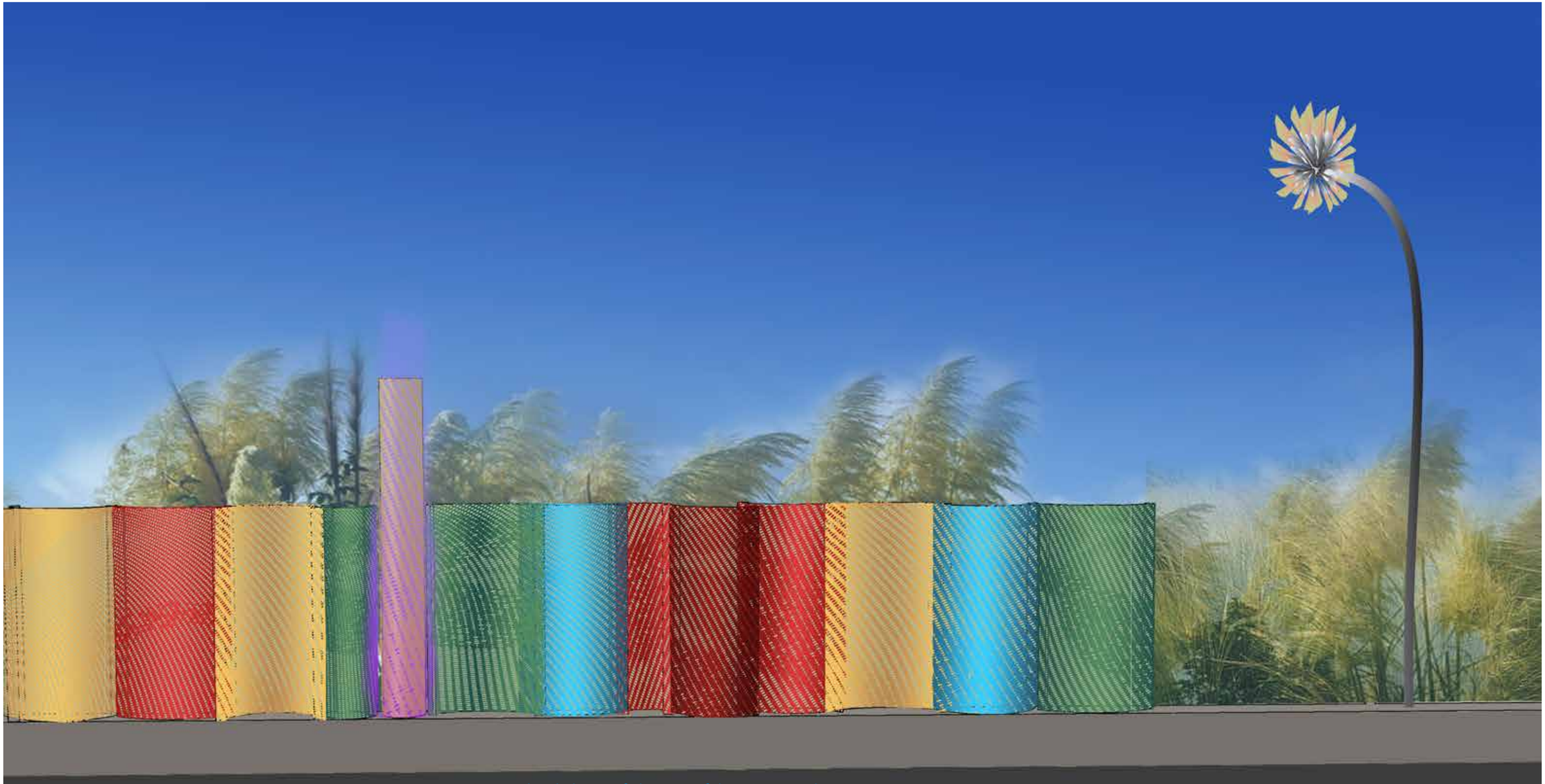
These drawings show the layout and colors of the panels over the length of the site. These are at the proposed scale owever, some modulation may occur during final design/modulation to create some variation.



ELEVATION VIEW



PLAN VIEW (FROM ABOVE)



A more detailed view of elements of the art screen showing:
Curved panels in a variety of shapes, orientation
Color: 5-10 colors of painted aluminum proposed
Each panel will be custom perforated in a variety of patterns based on the clover and the idea of “threes”
2 Lighting elements: Uplit cylinder and “Clover Flower” lights

ZAHNER

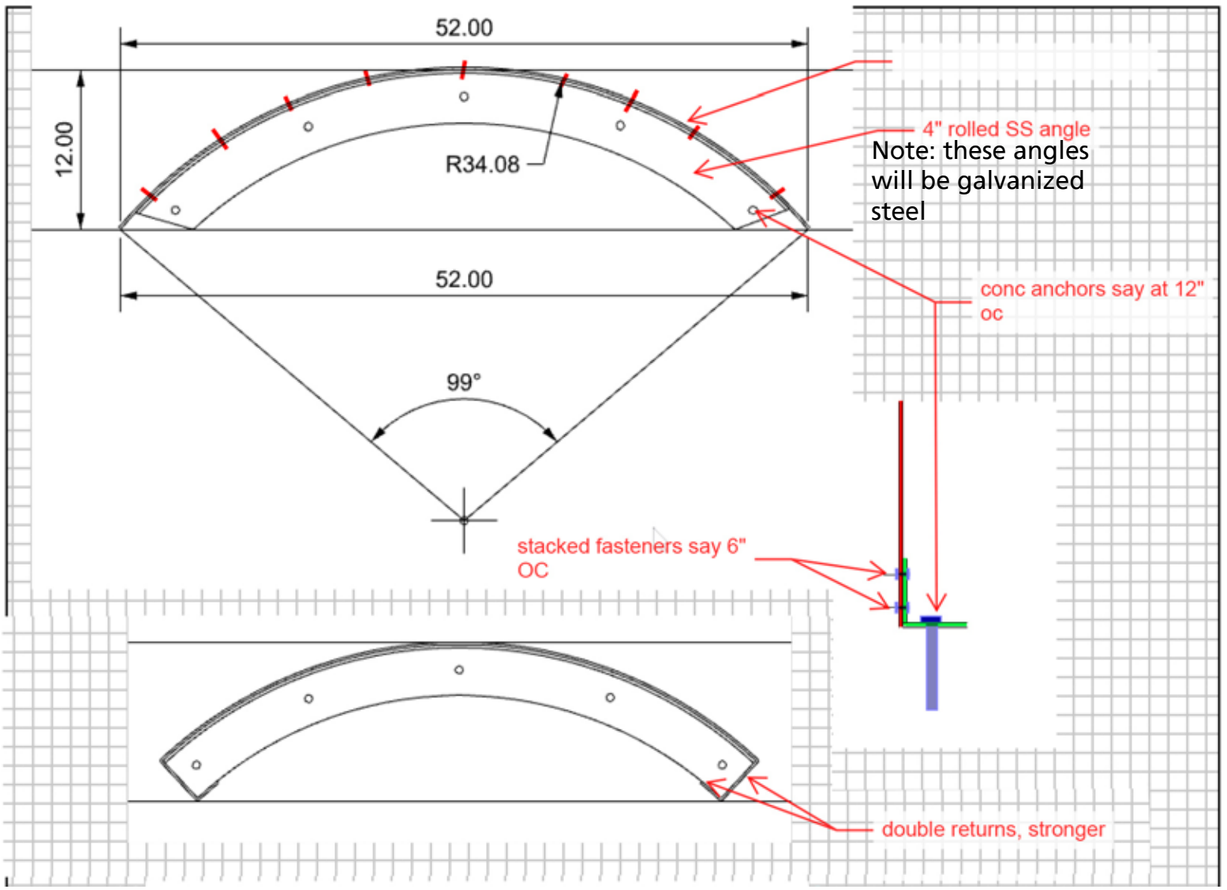
1400 E. Ninth Street
Kansas City, Missouri 64106
(816)474-8882

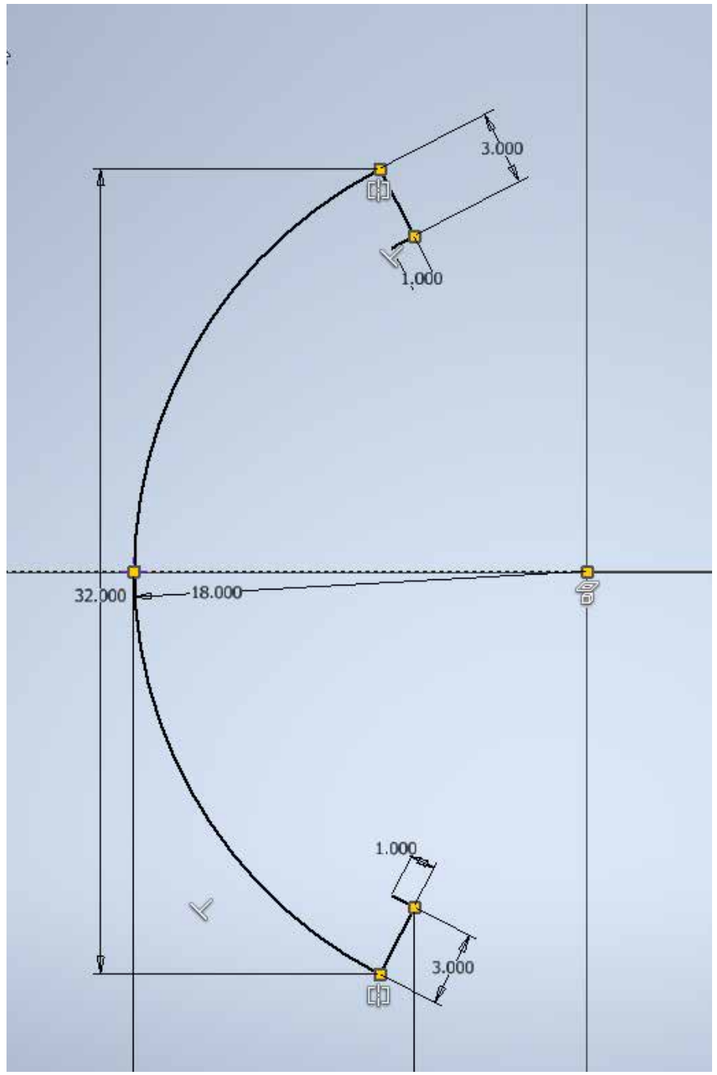
JOB #: _____ MATERIAL: _____

JOB NAME: _____ FINISH: _____

BY: _____ TYPE: _____

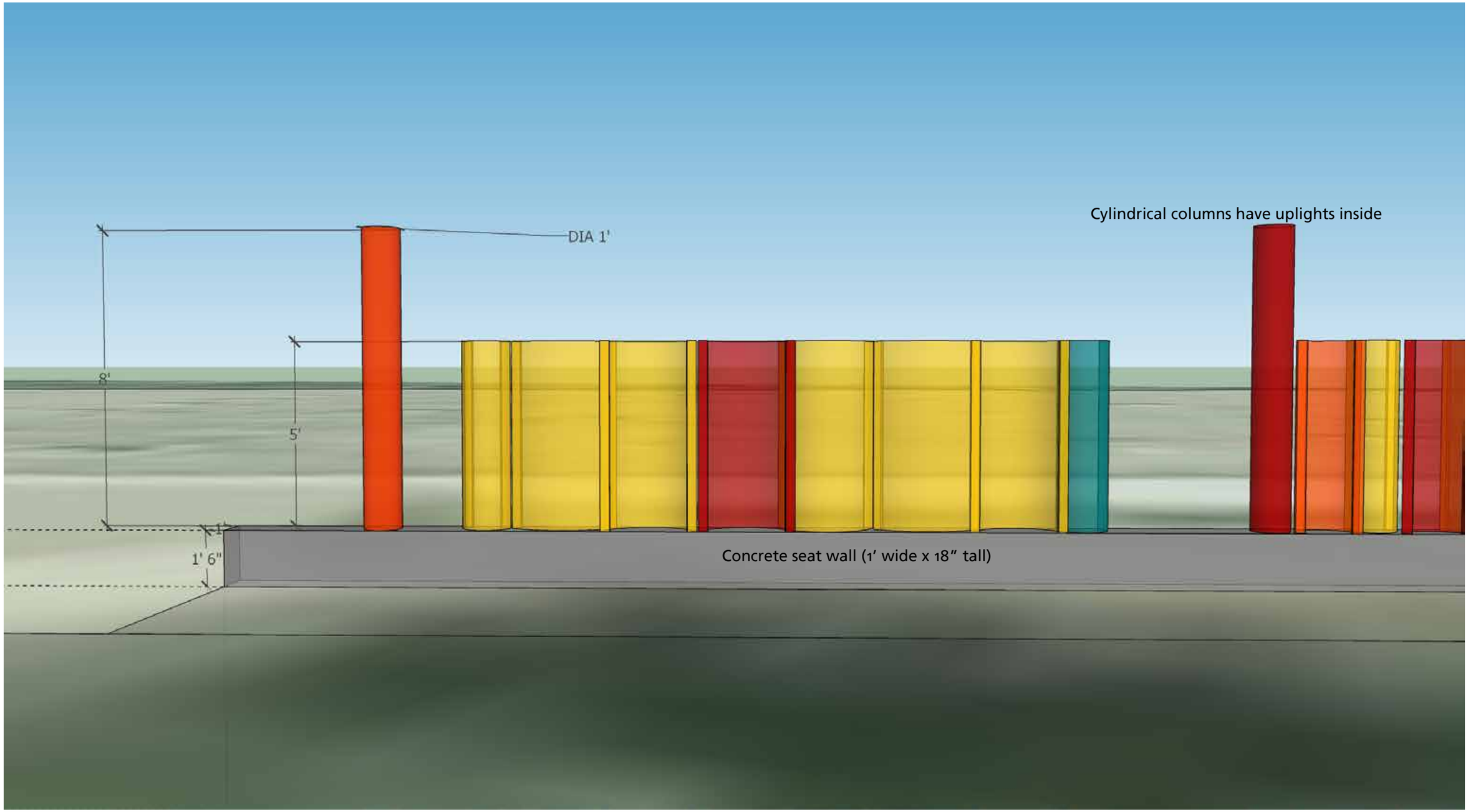
DATE: _____ NOTES: _____

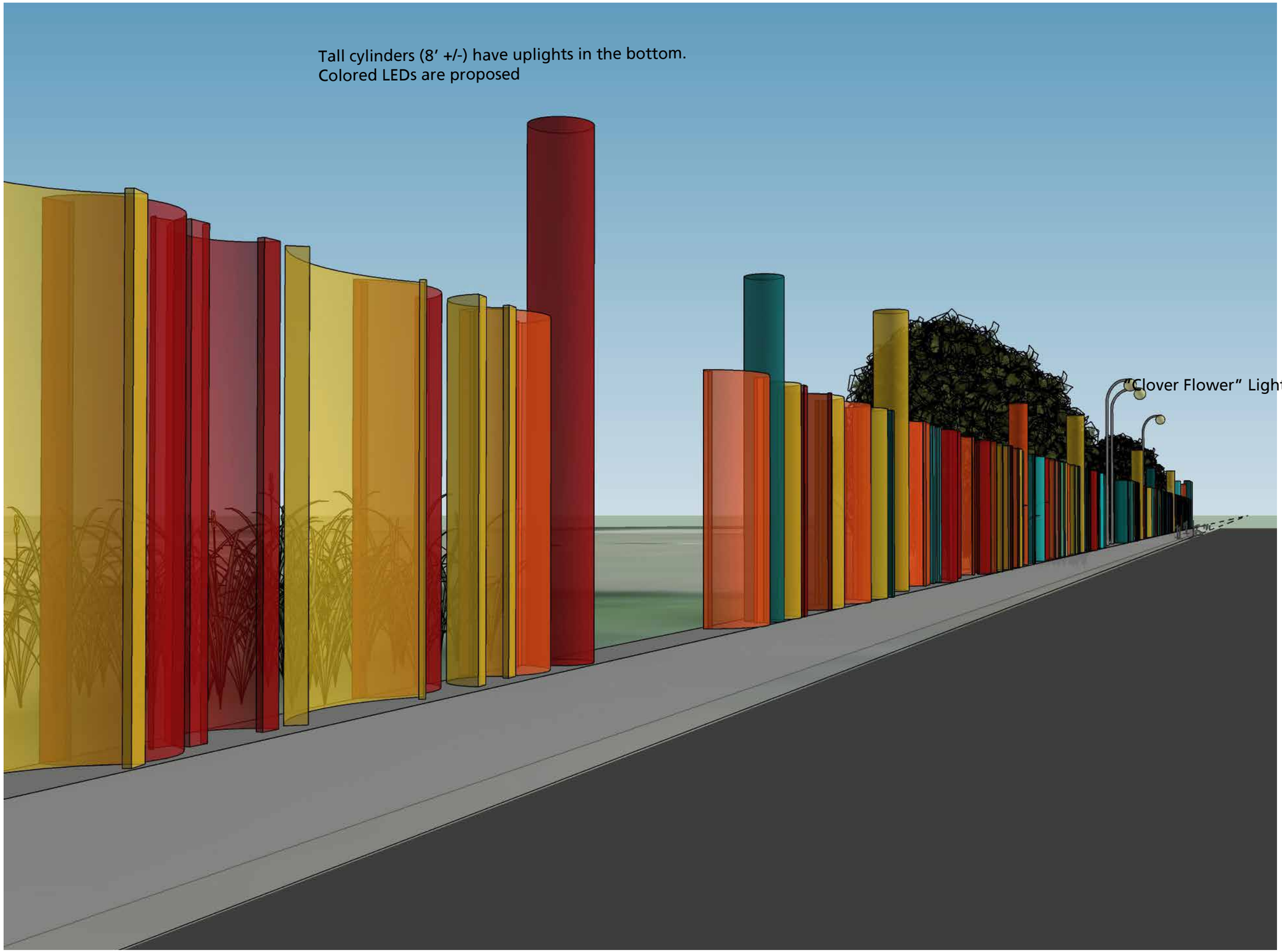


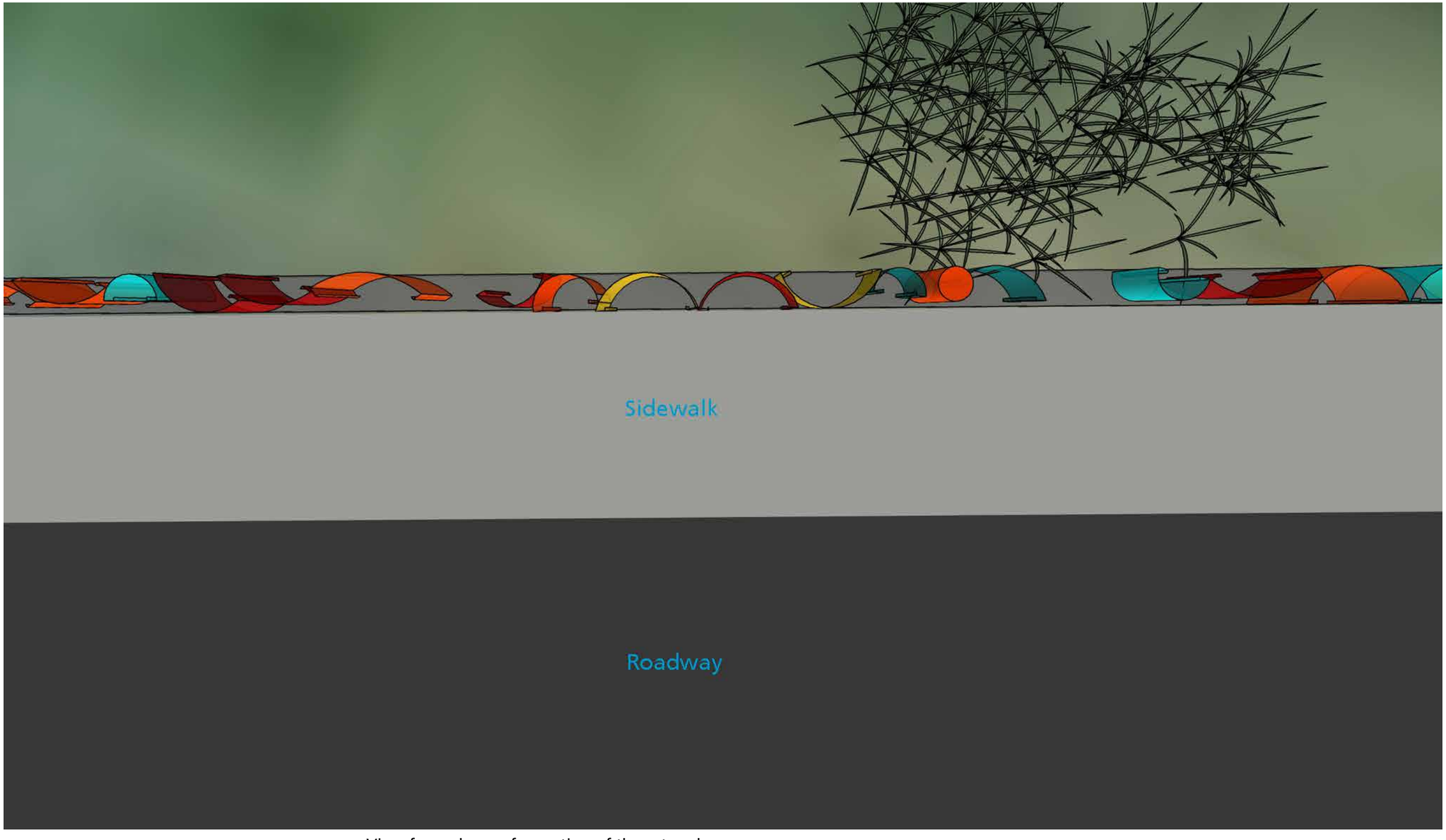


PRELIMINARY ENGINEERING AND ATTACHMENTS

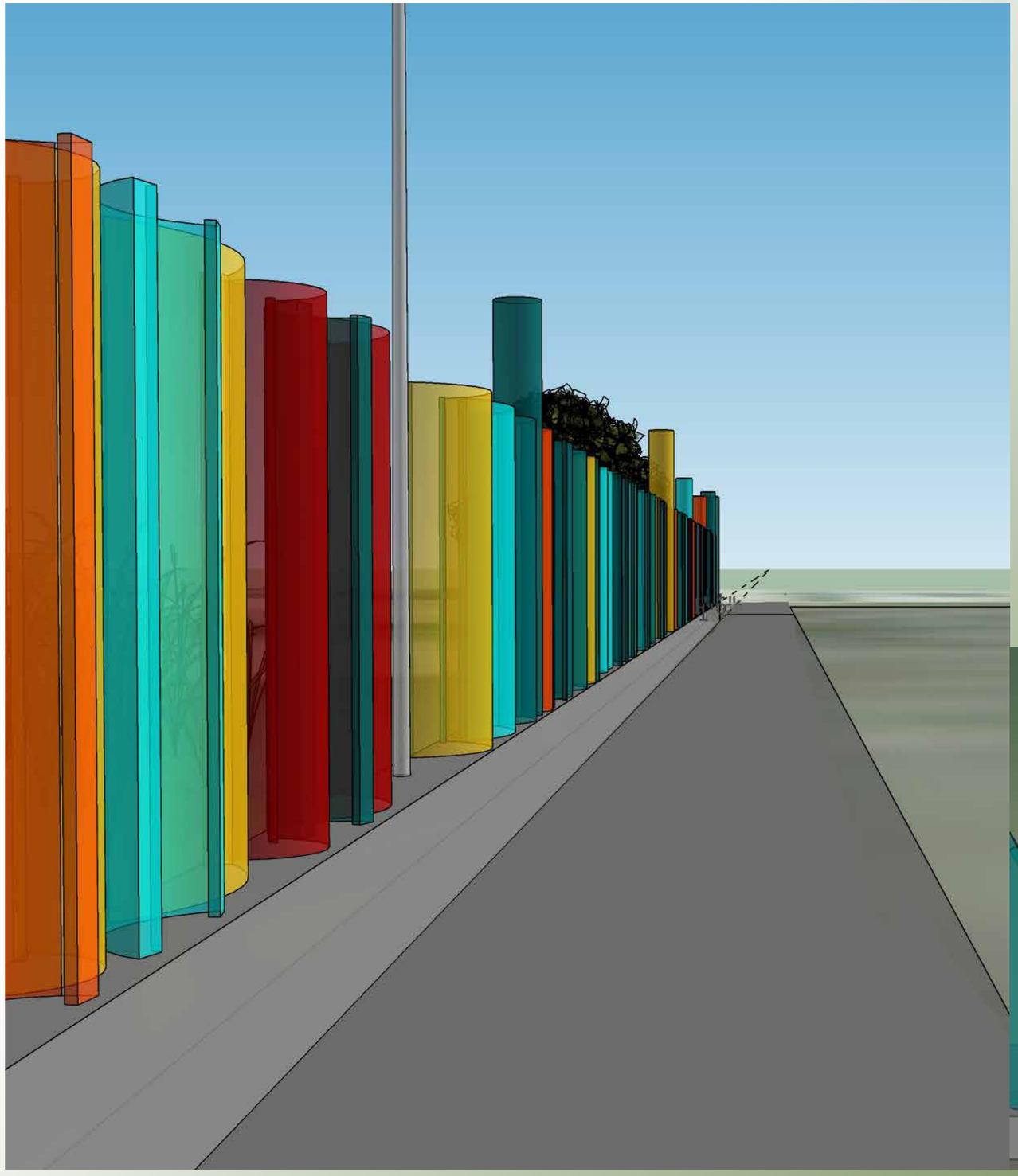
Curved panels are maximum 32" long. The vertical edges are bent twice into an "L", creating stable units that could stand more solidly with strenth along the edges. They are attached along the curve with L-shaped elements to the concrete wall with stainless fasteners.

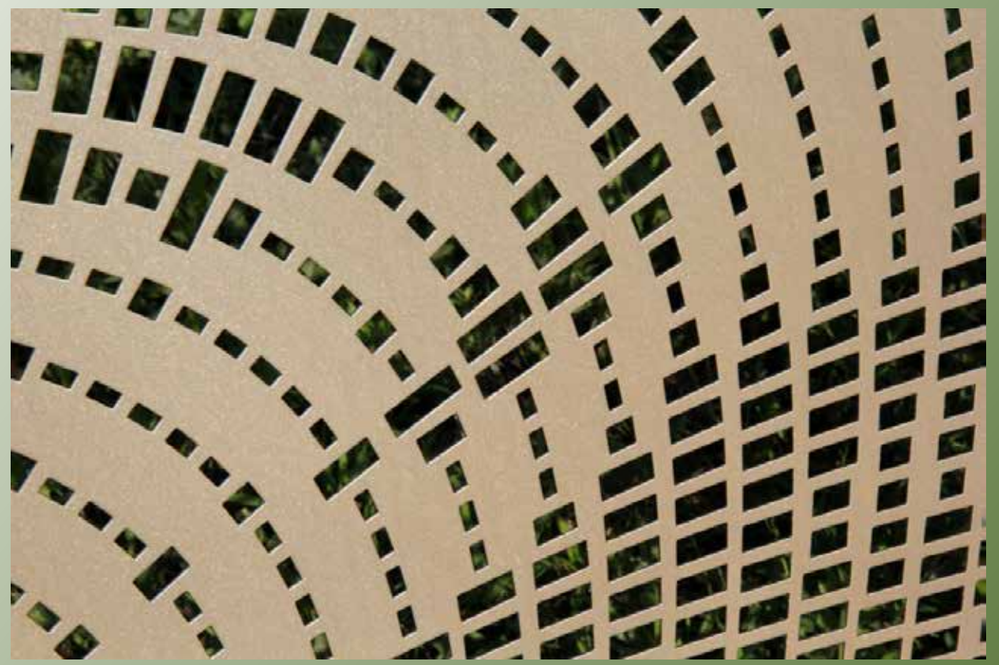

DIA 1'
8'
5'
1'
1' 6"
Cylindrical columns have uplights inside
Concrete seat wall (1' wide x 18" tall)

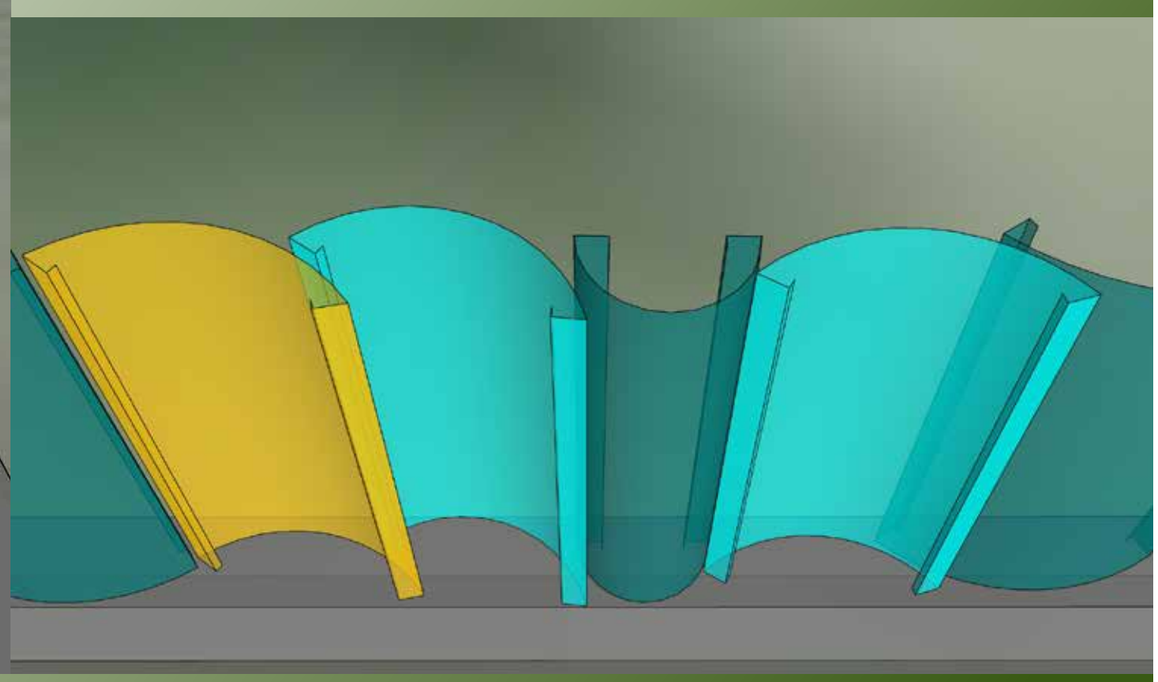

Tall cylinders (8’ +/-) have uplights in the bottom.
Colored LEDs are proposed
“Clover Flower” Lights

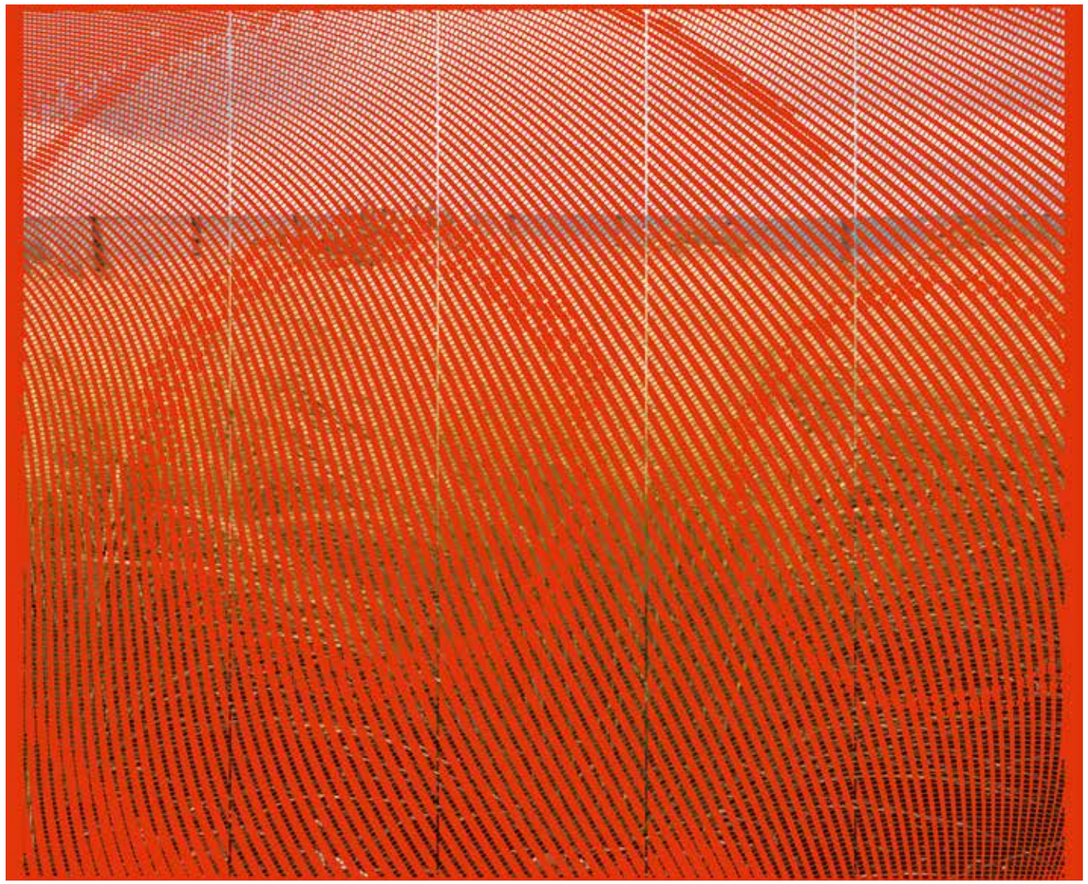


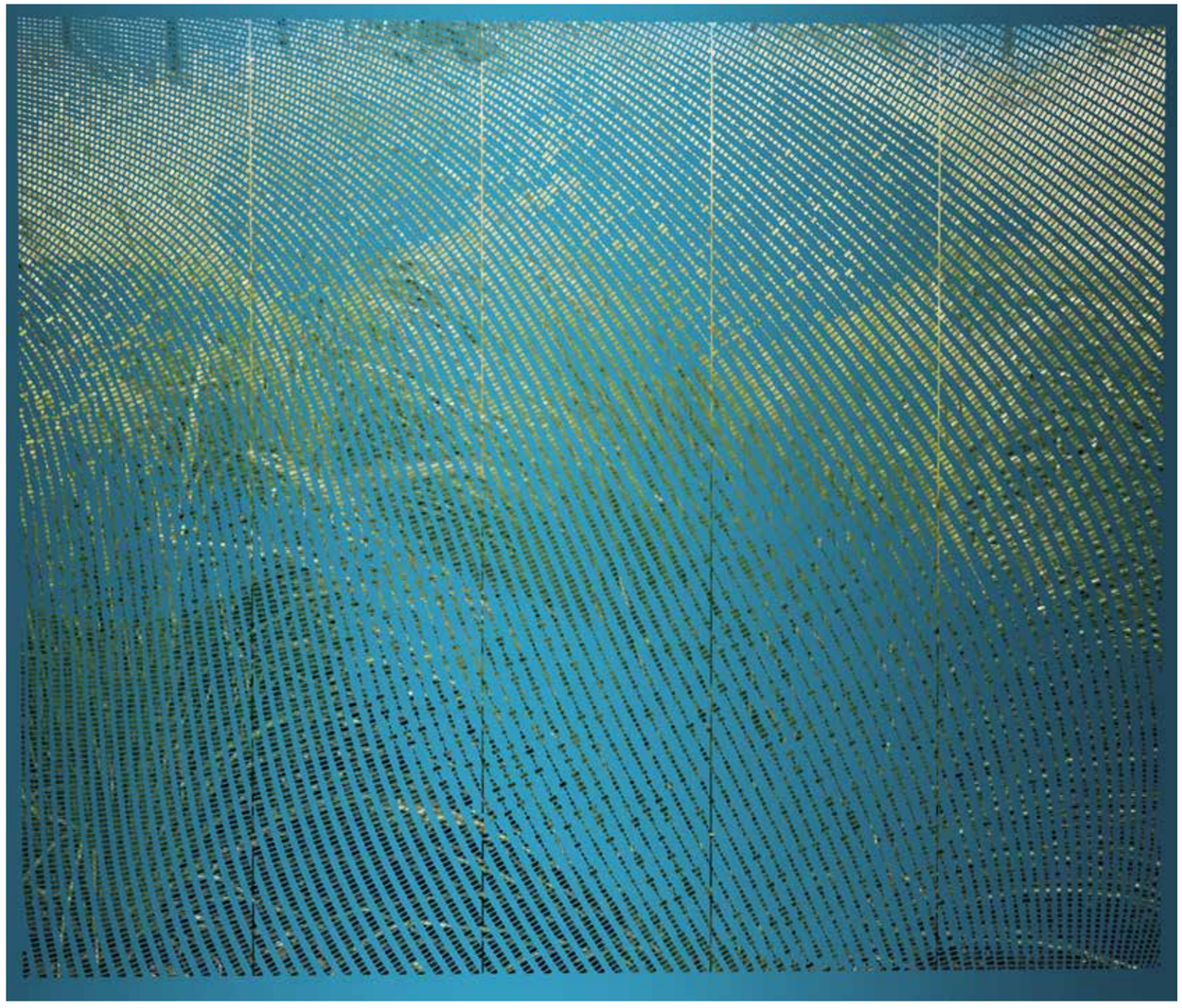
View from above of a portion of the artwork



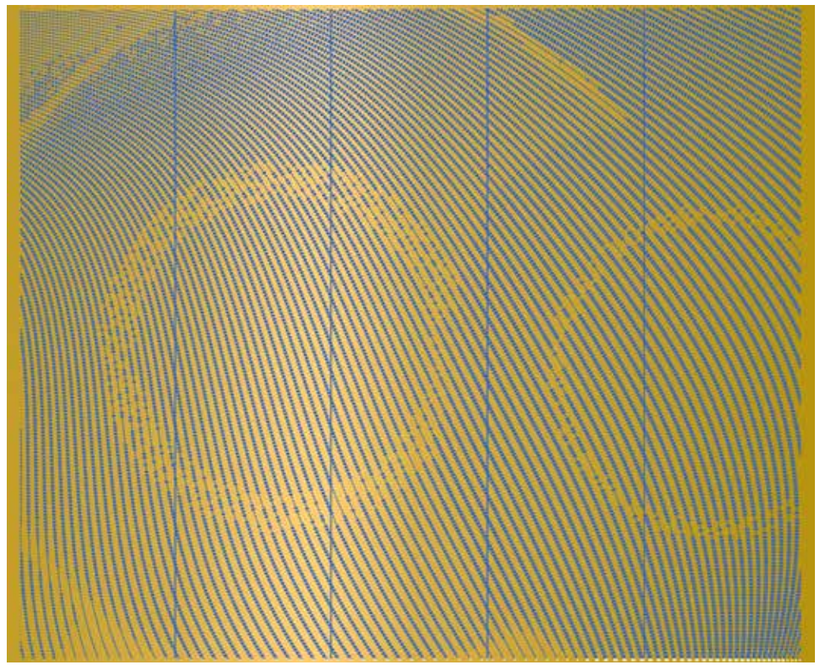


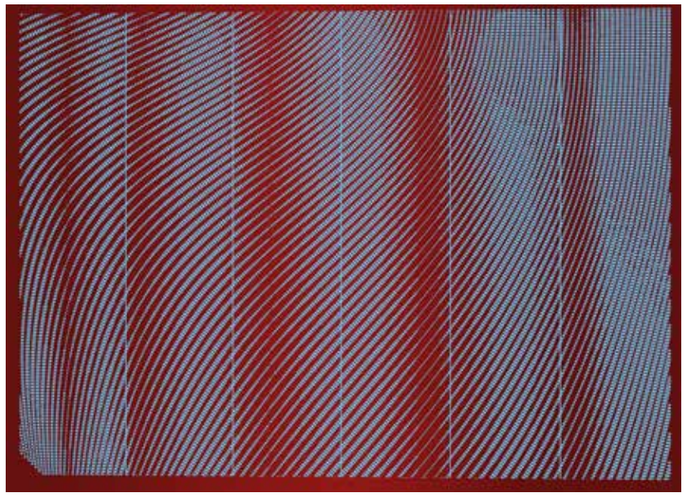


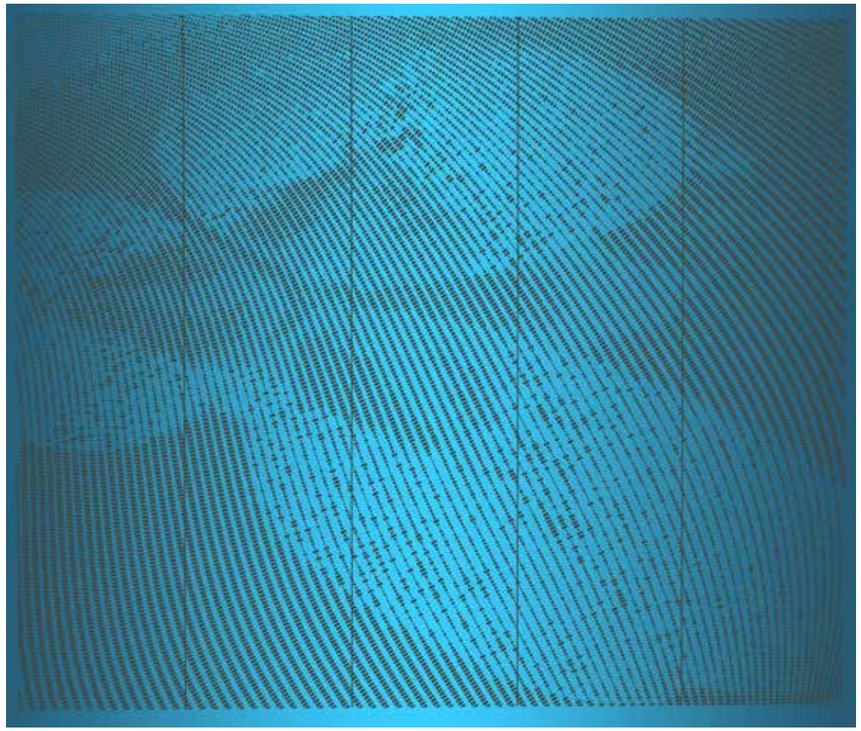




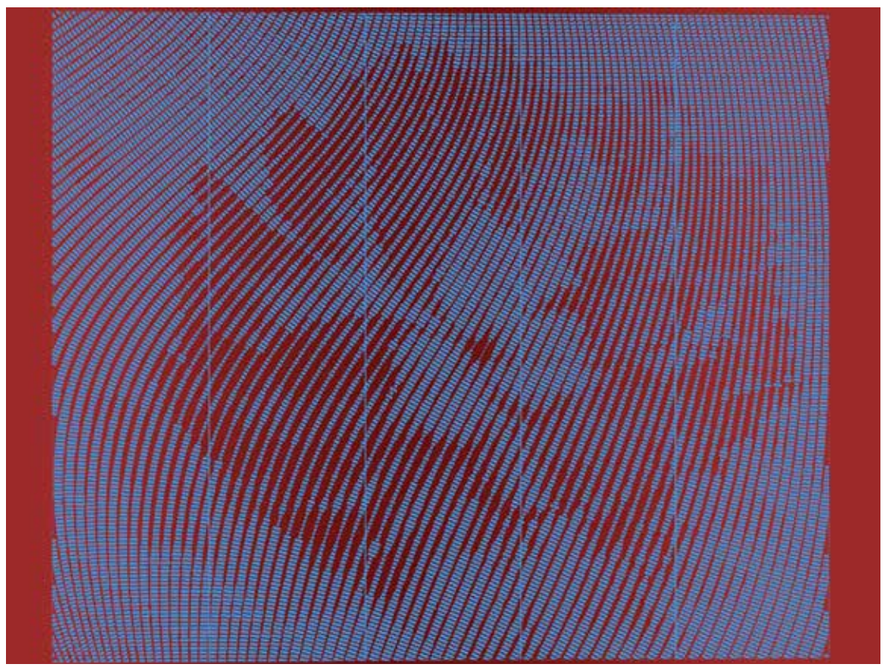
Two sides painted aluminum using AXALTA Imron paint in high gloss or metallic- up to 10 colors.











Some possible images for perforation. The curved lines that are planned for interpretation of the images are dynamic and in combination with the curved forms and potential layering will create interesting effects as one moves along the wall.

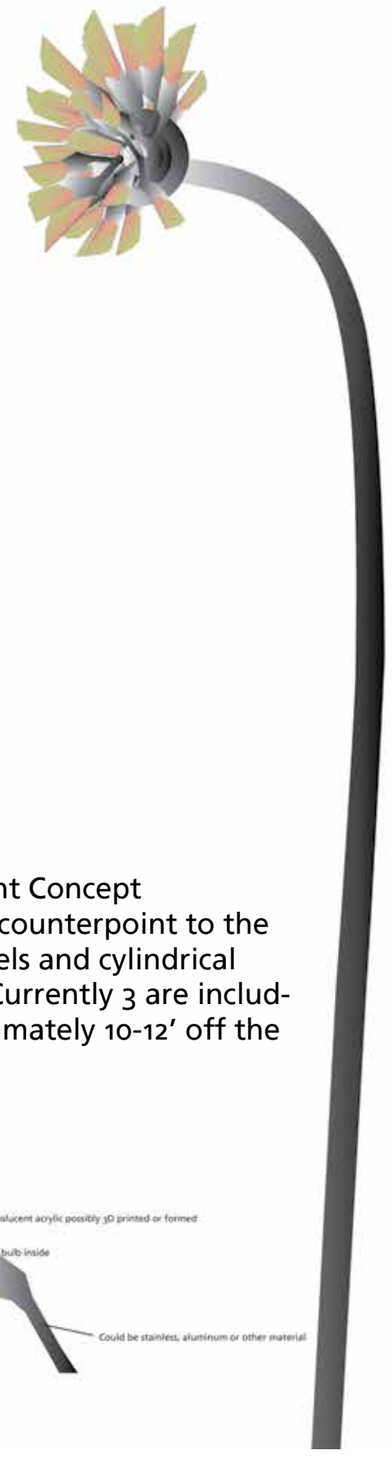
Lighting elements:

2 Types of lighting elements



Cylndrical structure made
of perforated panels
is uplit by an LED bulb at the base.
Light will be seen through the perforations as well as “leaks” of light toward the panels next to them.

Approximately 10-13 are included at this point.



“Clover Flower” Light Concept
Creates a sculptural counterpoint to the geomety of the panels and cylindrical lighting elements. Currently 3 are included. They are approximately 10-12’ off the ground.

ARTIST AGREEMENT EXHIBIT B

BUDGET

[To be amended from time to time, in writing and signed by both parties, to reflect updated, agreed-upon costs.] Conceptual Budget as of 5/2022

FINAL DESIGN/Const. Docs			
Final Design fees	*$610,000.00*	*12%*	$73,200.00
Inc. travel, CAD, engineering			
FABRICATION			
Materials and Fabrication: Metal Screenwall, painting, shipping (Zahner)			$350,000.00
Lighting elements (DI), uplights, clover			$85,900
INSTALLATION			
Labor/ Equipment/ (not determined WHO)			$43,000.00
OTHER			
Taxes, insurance/other costs			$3,000.00
Project Management/oversight	*$610,000.00*	*4%*	$24,400.00

Total			$579,500.00
Contingency	*$610,000.00*	*5%*	$30,500.00
Total with contingency			**$610,000.00**

ARTIST AGREEMENT EXHIBIT C:

PROJECT PHASES AND PAYMENT SCHEDULE.

Project Phase 1 – Initial concept selection, negotiation of Purchase Agreement, Execution of Agreement.

Milestone 1: Completion of Phase 1. 15% of Total Artwork Payment Due: $91,500.00

Project Phase 2 – Design refinement phase. Meet with Client, material research, retain structural engineers, and begin structural engineering, initial drafting, illustrations, descriptive statements, clarifications for planning process, administration and project management, finalize paint colors, finalize design, and any other materials required for Project. Estimated completion date: August 30, 2022

Milestone 2: Completion of Phase 2. 15% of Total Artwork Payment Due: $91,500.00

Project Phase 3: Project design and engineering drawings approved, determine scope and timetable for fabrication, specifications and fabrication and installation schedule submission, submission of certificates of insurance acceptable to Buyer, permits approved. Submission of Phase 3 report and approved structural engineering drawings. Estimated Completion Date 10/2022

Milestone 3: Completion of Phase 3. 20% of Total Artwork Payment Due: $122,000.00

Project Phase 4: Fabrication start date to 50% completion: Start 1/2023 Estimated 50% completion date: 4/30/2023

Milestone 4: Completion of Phase 4. 20% of Total Artwork Payment Due: $122,000.00

Project Phase 5: Fabrication complete in shop, ready to ship. Estimated completion date:. 7/15//2023

Milestone 5: Completion of Phase 5. 20% of Total Artwork Payment Due: $122,000.00

Project Phase 6: Transport and Installation. Inspection, delivery of documentation, transfer of title.

Installation Start Target Date: 8/15/2023 Installation Finish Target: 8/28/2023 or prior to planting at site

Estimated Final Completion date :11/15/2023

Milestone 6: Completion of Phase 6. 10% of Total Artwork Payment Due: $61,000.00

Total Artwork Payment: $610,000.

ARTIST AGREEMENT EXHIBIT D

INSURANCE

Artist shall obtain and maintain, at its expense, with a carrier authorized to do business in California and having a Best's rating of at least A-VIII, the following insurance coverage:

1. Workers' Compensation as required by law and Employer's Liability. The Employer's Liability minimum limits shall be: (i) bodily injury by accident: $1,000,000 each accident; (ii) bodily injury by disease: $1,000,000 policy limit; and (iii) bodily injury by disease: $1,000,000 each employee.

(a) No Workers' Compensation insurance shall be required if Artist completes the following certification:

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

2. Commercial General Liability Insurance in the amount of $1 million each occurrence, $2 million aggregate, for bodily injury and/or property damage liability and include:

3. If necessary, Artist will require their subcontractors or subconsultants to obtain Professional Liability (Errors and Omissions) insurance, including coverage for contractual liability, in the amount of $1,000,000 per claim and annual aggregate. Artist hereby assigns to Client all rights and claims that Artist may have against its subcontractors by reason of their malpractice, misfeasance, negligence, or other professional liability. Artist will not be required to carry Professional Liability insurance.

4. The General Liability policy shall provide that such insurance is primary insurance with respect to Client and that any other insurance maintained by Client is excess and non-contributing with the insurance required under this **Exhibit D**. All insurance other than Workers' Compensation/ Employer's Liability and Professional Liability (Errors & Omissions) policies shall name the entities listed on the Indemnitees and any other party specified by at any time and from time to time as additional insureds (collectively, the "**Additional Insureds**"). The Commercial General Liability insurance shall provide coverage for the Additional Insureds at least as broad as that provided for the first named insured. The additional insured coverage shall be in the form of: 1) an individual endorsement naming the Additional Insureds or 2) a blanket endorsement or policy provision stating that any entity required by a written contract or written agreement with the named insured is included as an additional insured. The limits of insurance provided to the Additional Insureds shall be the greater of that set forth in these General Terms or the full per occurrence limit set forth in the policy(ies).

5. All liability and Workers' Compensation insurance policies shall provide that the insurance company waives all rights of recovery by way of subrogation against the Indemnitees and all liability insurance shall be provided on an "occurrence" basis; so long as coverage remains in force for at least three (3) years after Substantial Completion of the project to which this Agreement relates.

6. Copies of policies or a certificate and endorsements providing coverage required under this Exhibit D must be delivered to Client prior to commencement of performance under this Agreement. The

requirements for the foregoing insurance shall not derogate from Artist's obligations to indemnify Client under this Agreement. Unless agreed to in advance by Client, Artist shall require its subcontractors to provide insurance with the same coverage and limits as Artist would be required to carry under the Agreement, endorsed to name the Additional Insureds as additional insureds. If Artist fails to provide evidence of insurance as required above, then Client shall have the right to withhold payments to Artist until satisfactory evidence of insurance is provided to Client.

EXHIBIT B

Artwork Location Map



EXHIBIT C

Bond Estimates

Labor and Materials: $691,008

Faithful Performance: $691,008

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE FIRST AMENDMENT TO THE AGREEMENT FOR LONG TERM ENCROACHMENT FOR LANDSCAPE FEATURES WITH TRACT 8460, AVALON WEST DUBLIN

WHEREAS, on October 19, 2021, the City Council adopted Resolution No. 121-21 approving the Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin ("Agreement"), with Avalon West Dublin, L.P., a Delaware limited partnership ("Owner"); and

WHEREAS, the City of Dublin and the Owner desire to amend the Agreement to add the maintenance of public art and various decorative features within the public street right-of-way of St. Patrick Way to the Landscape Features listed in the Agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the First Amendment to the Agreement for Long Term Encroachment for Landscape Features with Tract 8460, Avalon West Dublin, attached hereto as **Exhibit A** to this Resolution.

BE IT FURTHER RESOLVED that the City Manager, or designee, is authorized to execute **Exhibit A** and make any necessary, non-substantive changes to **Exhibit A** to carry out the intent of this Resolution.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

Recording Requested By:
CITY OF DUBLIN

When Recorded Mail To:
City Clerk
City of Dublin
100 Civic Plaza
Dublin, CA 94568
Fee Waived per GC 27383

FIRST AMENDMENT TO AGREEMENT FOR LONG TERM ENCROACHMENT FOR LANDSCAPE FEATURES WITH TRACT 8460, AVALON WEST DUBLIN

This First Amendment is made and entered into this ____ day of _____, 2023, by and between the City of Dublin, a municipal corporation ("City") and Avalon West Dublin, L.P., a Delaware limited partnership ("Owner").

A. City and Owner are parties to that certain "Agreement for Long Term Encroachment for Landscape Features with Tract 8460 ("Agreement"), approved by City Council Resolution No. 121-21 on October 19, 2021.

B. By this Amendment, the parties desire to add the maintenance of public art and various decorative and special features at St. Patrick Way to the Landscape Features listed in the Agreement.

C. City and Owner entered into a separate Public Art Installation Agreement to memorialize the process for City's approval of the public art and outline the terms and conditions of Developer's installation of the Public Art.

D. This Amendment and performance of the associated obligations contained herein are intended to fully satisfy the condition to the approval of Vesting Tentative Map No. 10809 and the Site Development Review Permit for the Project that obligates City and Owner to enter into an agreement setting forth ownership, maintenance responsibilities and insurance coverage for the public art project to be installed in St. Patrick Way.

NOW, THEREFORE, in the consideration of the of the mutual promises, conditions and covenants herein contained, the parties agree as follows:

Section 1. Section 3 of the Agreement is amended and restated to read as follows:

Landscape Features: Owner, as part of the Project, anticipates the construction of Project related landscape features within the City's rights of ways on the following streets with Tract 8460; St. Patrick Way (collectively, the "Landscape Features"). Construction details for these Landscape Features are shown on the following plans:

a. *Landscape Plan – St. Patrick Way*, prepared by The Guzzardo Partnership, approved by the City Engineer on 9/28/2021, and all approved revisions; and
b. *Improvement Plan – St. Patrick Way*, prepared by CBG Civil Engineers, approved by the City Engineer on 9/28/2021, and all approved revisions; and
c. *Norie Sato Artwall Feature, Dublin, CA*, prepared by Zahner. (the "**Public Art**").

The scope of the improvements covered under the agreement is shown on the attached Exhibit "A".

Section 2. Section 6 of the Agreement is amended and restated to read as follows:

Operations and Maintenance.

6.1 Owners shall maintain and repair all the Landscape Features, including all frontage landscape plantings, irrigation, sidewalks, stormwater treatment areas, seat walls, decorative sidewalk medallions, decorative benches, bike racks, string light poles, decorative/stamped pavement, and street trees with tree grates within the designated areas, in a safe manner consistent with the approved plans to the reasonable satisfaction of the City at its sole cost and expense, including electric power and water cost. Owner will be responsible at its sole cost to replace or repair any Landscape Feature damaged or removed during the maintenance or repair of sewer, water, drainage or utility improvements by the City, Dublin San Ramon Services District or utility company, unless such damage or removal is caused by the negligence, gross negligence or willful misconduct of the City, Dublin San Ramon Services District or utility company. The City will maintain at its sole cost all asphalt concrete pavement, concrete curb and gutter, drainage improvements, traffic signs and striping, and streetlights in the public right of way.

6.2. The following provisions shall apply specifically to the Public Art:

(a) Following the City's approval of the Public Art in accordance with Section 1.1 of the Public Art Installation Agreement, Owner shall own the Public Art and shall maintain the Public Art, in a safe and clean manner consistent with the approved plans to the reasonable satisfaction of the City all at Owner's sole cost and expense, including electric power, water, and other utilities cost. Owner will use reasonable efforts to maintain the Public Art in good repair and condition. Owner will be responsible at its sole cost to replace or repair the artwork should it be damaged or removed during the maintenance or repair of sewer, water, drainage or utility improvements by the City, Dublin San Ramon Services District or utility company, unless such damage or removal is caused by the negligence, gross negligence or willful misconduct of the City, Dublin San Ramon Services District or utility company. If the Public Art suffers deterioration due to any cause other than Owner's failure to maintain the Art, Owner and City shall meet and confer in good faith to determine whether to replace any portion of the Public Art or translate any component into new media, or whether to restore the Public Art. The anticipated life span of the Public Art is 25 years from the date of approval by the City, as

set forth in Section 1.1 above. After that time, Owner may, in consultation with City, re-evaluate the Public Art to determine if it retains its identity as a work of art and, if not, whether to take appropriate action, including the possibility of destroying the Public Art. In the event that the Owner, in consultation with City, determines that the Public Art does not retain its identity as a work of art and Owner wishes to destroy the Public Art, the Owner must replace the Public Art with art of similar value, adjusted for inflation ("Replacement Art"). Any proposed Replacement Art must be approved by the City prior to the destruction of the Public Art. Owner is solely responsible for ensuring that any destruction or removal of the Public Art complies with the Visual Artists Rights Act of 1990 ("VARA") and the California Artists Preservation Act ("CAPA") to the extent applicable and Owner is solely responsible for obtaining any necessary releases or permission from the artist pursuant to the aforementioned statutes.

(b) In the event that Owner fails to maintain the Public Art in accordance with this Agreement, City shall provide written notice of such condition to both the Owner and the Artist. In the event that Owner fails to cure or commence to cure the condition within thirty (30) days following receipt of such notice, the City shall have the right, but not the obligation, to perform all acts necessary to cure such condition (or to pursue such other remedy available to the City), including without limitation the right to access the Public Art, and charge the Owner the City's costs for such action.

(c) Modifications; Relocation. Owner intends to display the Public Art as originally created by Artist at the locations set forth on Exhibit [__]. Notwithstanding the foregoing, Owner may make minor modifications to the Public Art and/or relocate the Public Art with the consent of the Director of Parks and Community Services, which shall not be unreasonably withheld, conditioned or delayed. Owner is solely responsible for ensuring that any modification or relocation of the Public Art complies with VARA and CAPA to the extent applicable and Owner is solely responsible for obtaining any necessary releases or permission from the artist pursuant to the aforementioned statutes.

(d) Visual Barriers. The Parties agree that no structures or visual barriers of any kind that impair or impede the public's ability to view the Public Art shall be constructed or maintained on or adjacent to the Public Work, nor shall the Parties do anything that shall prevent, impair, or discourage the public's ability to view the Public Art. Notwithstanding the foregoing, the City may install temporary structures or visual barriers to the extent necessary to protect public health and safety in the event of an emergency or in furtherance of a City project or repair to adjacent public structures or improvements.

Section 3. Section 7 of the Agreement is amended and restated to read as follows:

7. Removal or Relocation: If future improvements or future plans proposed by the City conflict with any of the Landscape Features, the City may remove or reasonably relocate the Landscape Feature at its sole cost. If any of the Landscape Features are relocated, the City and Owners will execute a modification to this Agreement to reflect the maintenance and operations at its new location. Provided, however, the City is under no obligation to relocate any of the

Landscape Features. Owner is solely responsible for obtaining all necessary waivers, releases, and/or permission from the artist to permit City to relocate or remove the Public Art elements of the Landscape Features in compliance with the Visual Artists Rights Act of 1990 ("VARA") and the California Artists Preservation Act ("CAPA") to the extent applicable.

Section 4. Section 8 of the Agreement is amended and restated to read as follows:

8. Insurance

8.1. Throughout the installation, fabrication, and maintenance of the Landscape Features, including the Public Art, as contemplated by this Agreement, Owner is required to secure and maintain commercial general liability and automobile liability policies covering personal injury or property damage associated with the Landscape Features and the installation, fabrication and maintenance thereof, such insurance shall include a combined single limit policy of liability insurance not less than one million dollars ($1,000,000) per occurrence and two million dollars ($2,000,000) in the aggregate.

8.2. All insurance policies contemplated by this Section shall be placed with insurers with a Bests' rating of no less than A-:VII and shall name the City and its officers, officials, employees and volunteers as an additional insured on all such policies. Endorsements must state that coverage is primary insurance with respect to the City and its officers, officials, employees and volunteers, and that no insurance or self-insurance maintained by the City shall be called upon to contribute to a loss under the coverage. Any failure of Owner to comply with reporting provisions of the policy shall not affect coverage provided to City and its officers, employees, agents, and volunteers. Owner shall notify City within 14 days of notification from Owner's insurer if such coverage is suspended, voided or reduced in coverage or in limits. In the event that any policy contemplated in this Section includes a self-insured retention payment of which is limited to the named insured, such policy will be modified by special endorsement to allow for payment of the self-insured retention by additional insureds.

Section 5. Section 9 of the Agreement is amended and restated to read as follows:

9. Indemnification: Owner shall hold harmless, indemnify and, at the City's request, defend City (with counsel reasonably acceptable to City), its officers, employees, authorized agents, boards and commissions, whether elected or appointed, from and against all third party claims, demands, actions, causes of action, losses, damages, liabilities, costs and expenses, including but not limited to reasonable attorney's fees or obligations, (i) for or in connection with any claim that the Artist's rights under VARA or CAPA have been violated, and (ii) in connection with any claim related to personal injury (including, but not limited to, death) or damage to property (both real and personal) to the extent arising out of or connected with the negligent act, error or omission of Owner, its agents, contractors, subcontractors, or employees in connection with the performance of this Agreement, including the construction, maintenance or operation of the Landscape

Features, unless caused by the negligence, gross negligence or willful misconduct of the City, its agents, contractors or employees. The foregoing hold harmless statement of Owner shall apply to all damages and claims for damages of every kind suffered or alleged to have been suffered by reason of the activities undertaken pursuant to this Agreement, regardless of whether or not City has approved the plans or specifications for the Landscape Features and regardless of whether or not insurance policies have been determined to be applicable to any such damages or claims for damages.

Section 6. Section 11 of the Agreement is hereby amended by deleting the following language: "or to a successor in interest of Owners with respect to all or a portion of the Project".

Section 7. Section 12 of the Agreement is amended and restated to read as follows:

12. Successors and Assigns: Covenants Intended to Run with the Land: Each reference to the "City" in this Agreement shall be deemed to refer to and include the City and all successors and assigns of City as owners of St. Patrick's Way. All references to the "Owner" in this Agreement shall be deemed to refer to and include Owner and all successors and assigns of Owner as owners of all or a portion of the Property. This Agreement is intended to be a covenant running with the land and binding upon successor owners of St. Patrick's Way and the Property.

Section 8. This Amendment shall be recorded in the Official Records of the County of Alameda, State of California.

Section 9. Exhibit "1" to this Amendment is hereby attached to the Agreement as a new Exhibit "A".

Section 10. Except as amended herein, all other provisions of the Agreement shall be unchanged and remain in full force and effect.

SIGNATURES ON FOLLOWING PAGE

Dated this _____ day of _____, 2023.

CITY:

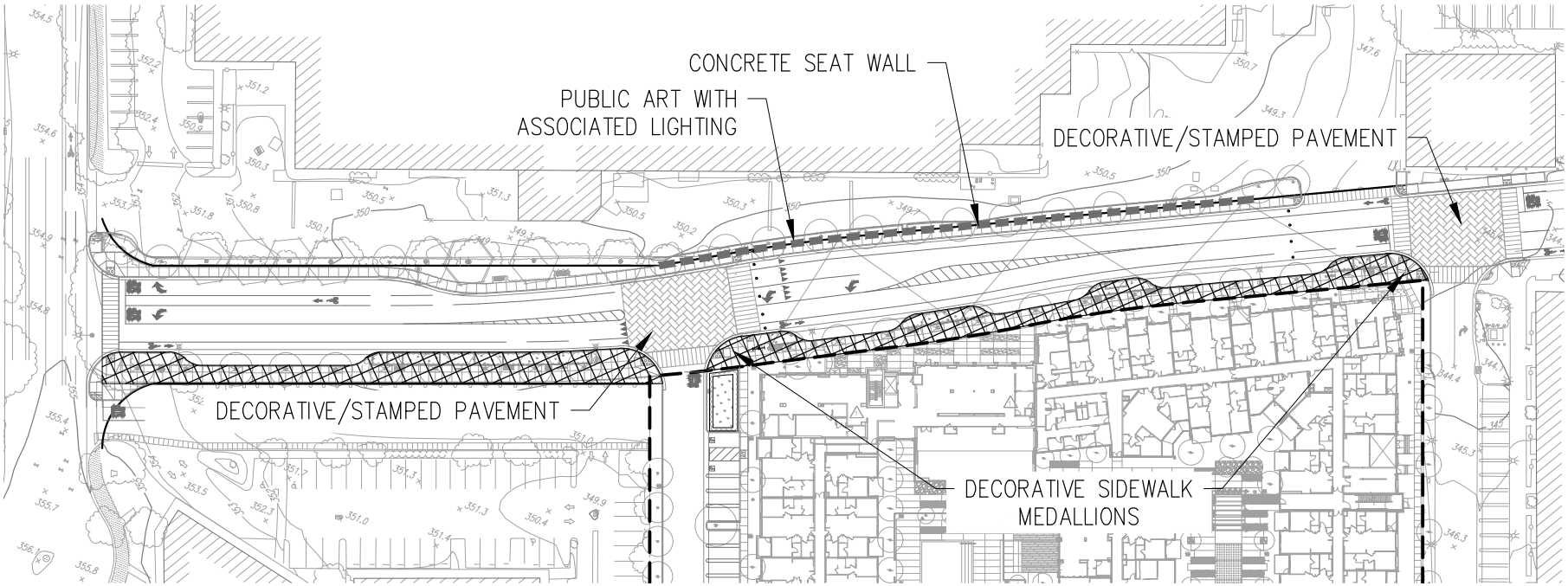
THE CITY OF DUBLIN,
a municipal corporation

By: _____
Linda Smith
City Manager

OWNER:

AVALON WEST DUBLIN, L.P., a Delaware limited partnership
By: Avalon West Dublin GP, LLC, its general partner
By: Avalon West Dublin QRS, LLC, its sole member
By: AvalonBay Communities, Inc., its sole member

DocuSigned by:
By: Joe Kirchofer _____
2ED2428F56DA44F...
Joe Kirchofer
Senior Vice President - Development



LEGEND:

PROPERTY LINE	
PUBLIC RIGHT OF WAY	
PUBLIC ART WITH ASSOCIATED LIGHTING AND CONCRETE SEAT WALL	
LANDSCAPING, IRRIGATION, SIDEWALK, STORMWATER TREATMENT AREAS, DECORATIVE BENCHES, BIKE RACKS, STREET TREES WITH TREE GRATES, DECORATIVE SIGNAGE MONUMENTS, DECORATIVE SIDEWALK MEDALLIONS, AND STRING LIGHT POLES	
L.T.E.A	LONG TERM ENCROACHMENT AGREEMENT

L.T.E.A EXHIBIT 1

ST. PATRICK WAY

CITY OF DUBLIN ALAMEDA COUNTY CALIFORNIA

DATE: MAY 22, 2023 SCALE: 1" = 100'

cbg
SAN RAMON (925) 866-0322
ROSEVILLE (916)788-4456
WWW.CBANDG.COM
CIVIL ENGINEERS ▪ SURVEYORS ▪ PLANNERS

F:\2763-000\ACAD\EXHIBITS\XB-098-LTEA EXHIBIT-1_2023-05-22.DWG

(1)

Recording Requested By:
CITY OF DUBLIN

When Recorded Mail To:
City Clerk
City of Dublin
100 Civic Plaza
Dublin, CA 94568

Fee Waived per GC 27383

2021371212 11/15/2021 10:20 AM 7 PGS
OFFICIAL RECORDS OF ALAMEDA COUNTY
MELISSA WILK, CLERK-RECORDER
RECORDING FEES: $0.00

AGREEMENT FOR LONG TERM ENCROACHMENT FOR LANDSCAPE FEATURES WITH TRACT 8460, AVALON WEST DUBLIN

THIS AGREEMENT FOR LONG TERM ENCROACHMENT FOR LANDSCAPE FEATURES WITH TRACT 8460 ("Agreement") is made between the City of Dublin ("City") and Avalon West Dublin, L.P., a Delaware Limited Partnership ("Owner").

1. **Property:** The subject property is Tract 8460 as filed in Book 367 of Maps at Pages 19-23, in the Official Records of the County of Alameda, State of California.

2. **Developer:** Developer is the Owner of Tract 8460, Avalon West Dublin ("Project").

3. **Landscape Features:** Owner, as part of the Project, anticipates the construction of Project related landscape features within the City's rights of ways on the following streets with Tract 8460; St. Patrick Way (collectively, the "Landscape Features"). Construction details for these Landscape Features are shown on the following plans:

   a. *Landscape Plan – St.Patrick Way*, prepared by The Guzzardo Partnership, approved by the City Engineer on 9/28/2021; and
   b. *Improvement Plan – St. Patrick Way*, prepared by CBG Civil Engineers, approved by the City Engineer on 9/28/2021

   The scope of the improvements covered under the agreement is shown on the attached Exhibit "A".

4. **Encroachment Permit:** Owners shall apply to the City for an encroachment permit for work to be performed pursuant to this Agreement. The City must grant the encroachment permit for all work to install, operate and maintain the Landscape Features improvements and all the conditions imposed by the City must be consistent with the provisions of this Agreement. If there is a conflict

between any provisions of this Agreement and the encroachment permit, the provisions of this Agreement shall prevail over the conditions of the encroachment permit.

5. **Ownership:** Owners shall own all special Landscape Features, including but not limited to sidewalk, plantings, irrigation, street trees, stormwater treatment areas, seat wall, decorative/stamped pavement, etc.

6. **Operations and Maintenance:** Owners shall maintain and repair all the Landscape improvements, including all frontage landscape plantings, irrigation, sidewalks, stormwater treatment areas, seat walls, decorative/stamped pavement and street trees within the designated areas, in a safe manner consistent with the approved plans to the reasonable satisfaction of the City at its sole cost and expense, including electric power and water cost. Owner will be responsible at its sole cost to replace or repair any Landscape Feature damaged or removed during the maintenance or repair of sewer, water, drainage or utility improvements by the City, Dublin San Ramon Services District or utility company, unless such damage or removal is caused by the negligence, gross negligence or willful misconduct of the City, Dublin San Ramon Services District or utility company. The City will maintain at its sole cost all asphalt concrete pavement, concrete curb and gutter, drainage improvements, traffic signs and striping, and streetlights in the public right of way.

7. **Removal or Relocation:** If future improvements proposed by the City conflict with any of the Landscape Features, the City may remove or reasonably relocate the Landscape Feature at its sole cost. If any of the Landscape Features are relocated, the City and Owners will execute a modification to this Agreement to reflect the maintenance and operations at its new location. Provided, however, the City is under no obligation to relocate any of the Landscape Features.

8. **Insurance:** Owners shall obtain and maintain in effect a combined single limit policy of liability insurance not less than one million dollars ($1,000,000) covering the Landscape Features improvements and shall name the City as an additional insured.

9. **Indemnification:** Owners shall indemnify, defend and hold the City harmless from and against any and all loss, claims, liability damage or expense or cost the City may incur or become liable for or for which a claim is made by a third party, due to or arising out of Owner's construction, maintenance or operations of the Landscape Features unless caused by the negligence, gross negligence or willful misconduct of the City, its agents, contractors or employees.

10. **Permanent:** The Landscape Features and the rights appurtenant thereto as set forth in this Agreement shall exist in perpetuity, and are appurtenant to the Property.

11. **Right to Assign:** Owners may assign any or all rights, interests and obligations of Owners arising under this Agreement to the Homeowners' Association for Tract 8460 or to a successor in interest of Owners with respect to all or a portion of the Project; provided, however, that no such assignment of Owners' rights interests and obligations under this Agreement shall occur without prior written notice to the City and written approval by the City Manager, which approval shall not be unreasonably withheld, conditioned or delayed. The City Manager shall consider and decide on any assignment within ten (10) days after Owner's notice thereof, provided all necessary documents and other information are provided to the City Manager to enable the City Manager to assess the assignment.

12. **Successors and Assigns:** Each reference to the "City" in this Agreement shall be deemed to refer to and include the City and all successors and assigns of City. All references to the "Owner" in this Agreement shall be deemed to refer to and include Avalon West Dublin, L.P., a Delaware Limited Partnership, and all successors and assigns of Avalon West Dublin, L.P., a Delaware Limited Partnership.

13. **Notices:** Any notices, requests, demands or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given on the date of delivery if delivered personally to the party to whom notice is to be given (including messenger or recognized delivery or courier service) or on the second day after mailing, if mailed to the party to whom notice is to be given, by first-class mail, postage prepaid, and properly addressed as follows:

City:

City of Dublin
100 Civic Plaza
Dublin, California 94568
Fax No. (925) 833-6651
Attn: City Manager

Owner:

Avalon West Dublin, L.P.
455 Market St., Suite 1650
San Francisco, CA 94105
Attn: Development VP

14. **Exhibits:** All exhibits attached to this Agreement are incorporated herein as though they were set forth in full body of this Agreement.

15. **Partial Invalidity**. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect and shall in no way be impaired or invalidated, and the parties agree to substitute for the invalid or unenforceable provision a valid and enforceable provision that most closely approximates the intent and economic effect of the invalid or unenforceable provision.

16. **Entire Agreement**. This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof and cannot be amended or modified except by a written agreement, executed by each of the parties hereto.

17. **Counterparts**. This Agreement may be executed in one or more counterparts, each of which shall, for all purposes, be deemed an original and all such counterparts, taken together, shall constitute one and the same instrument.

Dated this 27th day of October, 2021.

CITY:

THE CITY OF DUBLIN,
a municipal corporation

By Linda Smith

Linda Smith
City Manager

OWNER:

AVALON WEST DUBLIN, L.P., A DELAWARE LIMITED PARTNERSHIP
By: Avalon West Dublin GP, LLC, its general partner
By: Avalon West Dublin QRS, LLC, its sole member
By: AvalonBay Communities, Inc., its sole member

By: _____
Joe Kirchofer
Vice President - Development

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of San Francisco

On 10/18/2024 (Date) before me, OUD SAPPRASERT O'BRIEN, NOTARY PUBLIC, (Here Insert Name and Title of the Officer)

personally appeared JOE KIRCHOFER (Name(s) of Signer(s))

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

OUD SAPPRASERT O'BRIEN
COMM. #2223474
NOTARY PUBLIC-CALIFORNIA
SAN FRANCISCO COUNTY
My Comm. Expires Dec. 23, 2021
PC02 PC02

Place Notary Seal and/or Stamp Above

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____ Number of Pages: _____

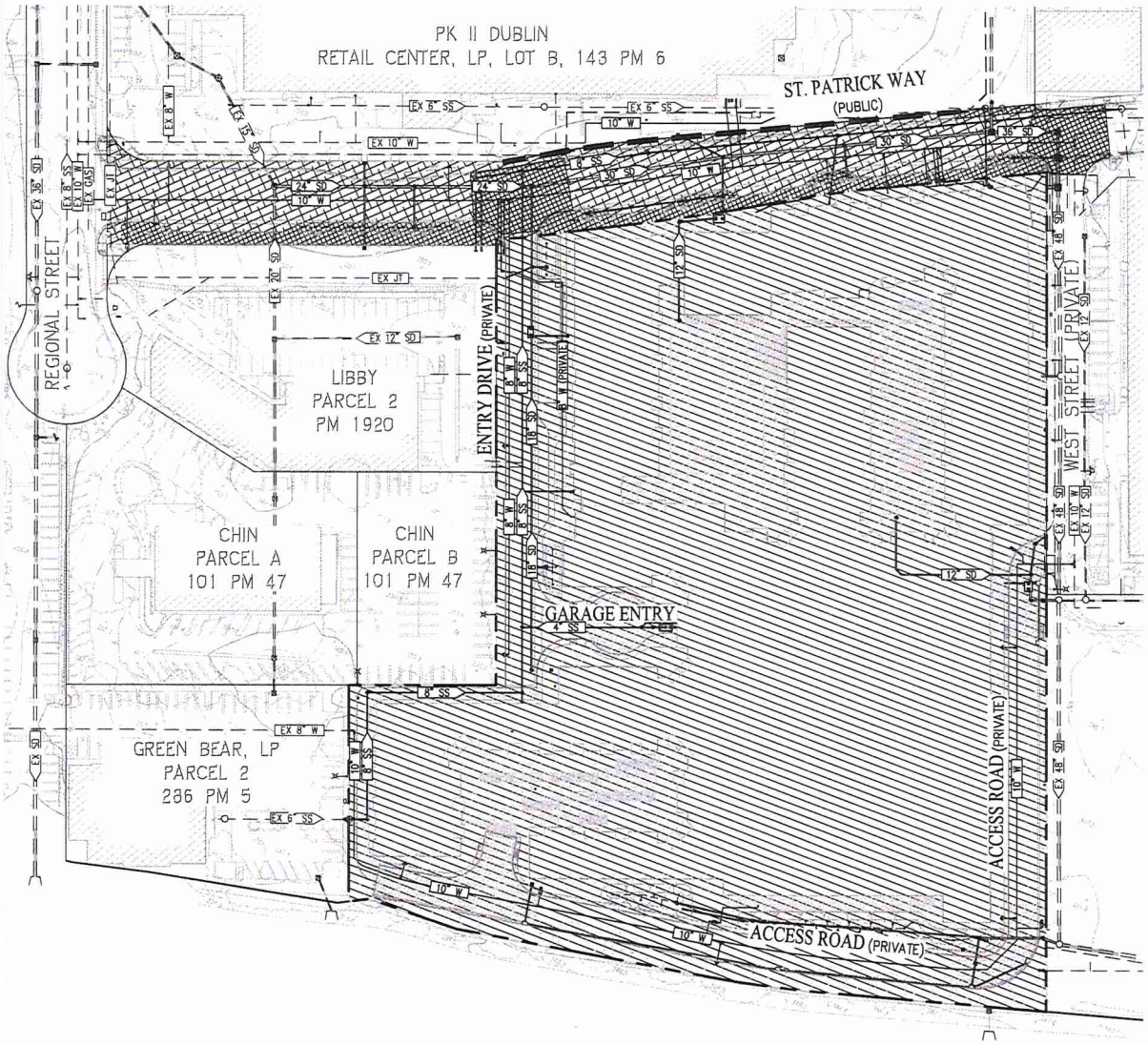
Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____	Signer's Name: _____
☐ Corporate Officer – Title(s): _____	☐ Corporate Officer – Title(s): _____
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian of Conservator	☐ Trustee ☐ Guardian of Conservator
☐ Other: _____	☐ Other: _____
Signer is Representing: _____	Signer is Representing: _____

©2017 National Notary Association

Clarity Copy can be found at: First American Title 302 E. Palm Ave Redlands, CA 92373



LEGEND

- PROPERTY BOUNDARY LINE
- RIGHT OF WAY LINE
- 12" SS — PROPOSED SANITARY SEWER MAIN (SEE NOTE 1)
- 12" SD — PROPOSED STORM DRAIN MAIN (SEE NOTE 2)
- 8" W — PROPOSED WATER MAIN (SEE NOTE 3)
- 8" W (PRIVATE) — PROPOSED PRIVATE FIRE SERVICE MAIN (SEE NOTE 3)
- PROPOSED SEAT WALL TO BE CITY OWNED/PRIVATELY MAINTAINED
- IMPROVEMENTS TO BE PRIVATELY OWNED/PRIVATELY MAINTAINED (SEE NOTES 1 TO 4)
- IMPROVEMENTS TO BE CITY OWNED/PRIVATELY MAINTAINED
- IMPROVEMENTS TO BE CITY OWNED/CITY MAINTAINED

NOTE

1. ALL ONSITE 8" SANITARY SEWER MAINS LOCATED WITHIN AN EASEMENT WILL BE DSRSD MAINTAINED. ALL OFFSITE SANITARY SEWER MAINS WILL BE DSRSD MAINTAINED.
2. ALL ONSITE STORM DRAIN MAINS WILL BE PRIVATELY MAINTAINED. ALL OFFSITE STORM DRAIN MAINS WILL BE PUBLICLY MAINTAINED.
3. ALL ONSITE 8" AND 10" WATER MAINS LOCATED WITHIN AN EASEMENT WILL BE DSRSD MAINTAINED. ALL ONSITE 8" PRIVATE DOMESTIC AND 8" PRIVATE FIRE SERVICES WILL BE PRIVATELY MAINTAINED. ALL OFFSITE WATER MAINS WILL BE PUBLICLY MAINTAINED.
4. ALL JOINT TRENCH FACILITIES NOT LIMITED TO GAS, ELECTRIC AND CABLE WILL BE PUBLICLY MAINTAINED WHEN LOCATED WITHIN AN EASEMENT OR WITHIN THE PUBLIC RIGHT OF WAY.
5. ALL STREET LIGHTS, STRING LIGHTS AND POLES, BOLLARDS AND SIGNALS LOCATED WITHIN THE PUBLIC RIGHT OF WAY WILL BE CITY OWNED & MAINTAINED.
6. ALL ONSITE STREET LIGHTS AND LIGHTING BOLLARDS WILL BE PRIVATELY OWNED AND MAINTAINED.

LONG TERM ENCROACHMENT AGREEMENT EXHIBIT
ST. PATRICK WAY

CITY OF DUBLIN ALAMEDA COUNTY CALIFORNIA

SCALE: 1" = 100' DATE: OCTOBER 4, 2021

0' 100' 200'

cbg CIVIL ENGINEERS • SURVEYORS • PLANNERS
SAN RAMON (925) 866-0322
ROSEVILLE (916)788-4456
WWW.CBANDG.COM

F:\2763-000\ACAD\EXHIBITS\XB-083_OWNERSHIP & MAINTENANCE.DWG

Exhibit A

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Alameda

On **October 27, 2021** before me, **Marsha Louise Moore, Notary Public**, personally appeared **Linda Smith,** who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is/~~are~~ subscribed to the within instrument and acknowledged to me that ~~he~~/she/~~they~~ executed the same in ~~his~~/her/~~their~~ authorized capacity~~(ies)~~, and that by ~~his~~/her/~~their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Marsha L. Moore **(Seal)**

MARSHA LOUISE MOORE
Notary Public - California
Alameda County
Commission # 2339618
My Comm. Expires Dec 8, 2024

Marsha Louise Moore
Comm # 2339618
My Comm Exp Dec 8, 2024

Agenda Item 4.3

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Amendment to the Memorandum of Understanding for Dublin Place Shopping Center
Prepared by: Hazel L. Wetherford, Economic Development Director

EXECUTIVE SUMMARY:

The City Council will consider approval of a third amendment to the Memorandum of Understanding with ASVRF 7300 Amador, LP, ASVRF Dublin Place, LP, and ASVRF 6960 Amador, LP regarding Dublin Place Shopping Center. The Amendment includes an 18-month term extension.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving a Third Amendment to the Memorandum of Understanding (Dublin Place Shopping Center).

FINANCIAL IMPACT:

There is no financial impact associated with the approval of this Amendment.

DESCRIPTION:

On October 15, 2019, the City Council adopted Resolution No. 107-19 (Attachment 3) approving a Memorandum of Understanding (MOU) between the City of Dublin and ASVRF Acquisitions, LLC, ASVRF Dublin Place, LP, and ASVRF 6960 Amador LP for Dublin Place Shopping Center.

On April 6, 2021, the City Council adopted Resolution No. 26-21 (Attachment 4) approving a First Amendment to the Memorandum of Understanding extending the term by 12-months.

On April 5, 2022, the City Council adopted Resolution No. 30-22 (Attachment 5) approving a Second Amendment to the Memorandum of Understanding extending the term by 14-months.

On October 18, 2022, the City Council received an update on Downtown Dublin that included a

presentation from the primary property owner, American Realty Advisors along with their team, which includes Hines and Gensler on their proposed master site plan. The plan showed modifications to the town square and street grid network while still capturing the intent of the Downtown Preferred Vision (DPV).

Located in the Retail District of Downtown Dublin, Dublin Place Shopping Center contains eight parcels with two property owners. ASVRF Dublin Place, LP, also known as American Realty Advisors (ARA), now owns six of the eight parcels. At the time of the initial MOU in September 2019, ARA only owned five of the eight parcels and desired to acquire 7300 Amador Plaza Rd. in partnership with the City of Dublin.

During that time, the City was working on the development of the Downtown Preferred Vision project and was collaborating with ARA to develop new and more appropriate uses for the Shopping Center consistent with the City's Downtown Dublin Specific Plan.

The MOU outlined the terms between ARA and the City as it related to the joint commitment of funds towards the acquisition of 7300 Amador Plaza Rd. As part of the acquisition, the City contributed $3,000,000 and ARA contributed $3,775,000. The MOU outlined the following requirements of ARA:

- Acquire the other portions of the Shopping Center, and if successful in acquiring the remaining sites, cooperate in the City's efforts to site a town square park and sell the City the necessary acreage as outlined in the MOU;
- Identify and create a separate site for the development of an up-to-80 unit affordable senior housing site;
- Obtain termination rights and/or relocation rights within the leases for any future lease(s) within both the 7950 Amador Valley Blvd. property and 7300 Amador Plaza Rd. property;
- Apply for a permit for a new monument signage program which would include a rebranding effort of the Shopping Center; and
- If, during the 18-month period as outlined in the MOU, the City does not approve a higher and better use of 7505 Dublin Blvd. as part of a larger redevelopment of the Shopping Center, or if ARA decides that it would be beneficial not to develop 7505 Dublin Blvd. as part of a larger redevelopment of the Shopping Center, then ARA will obtain a building permit for the development of 7505 Dublin Blvd.

Throughout the City Council actions over the last four years, ARA has made significant strides in support of the DPV. However, additional time is needed to complete negotiations with the remaining property owner, negotiate leases with long-term tenants, address final comments on the master site plan, and understand traffic impacts. It is for this reason that the City and ARA have agreed to extend the MOU for a period of 18 months to December 31, 2024. The Amendment also includes language to correct the address for the former Grocery Outlet building from 7950 Amador Valley Boulevard to 7590 Amador Valley Boulevard.

STRATEGIC PLAN INITIATIVE:

Strategy 1: Downtown Dublin and Economic Development
Objective A: Continue support of the downtown preferred vision and downtown specific plan including improving visual and environmental quality and evaluating specific business uses.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted, and a copy of this Staff Report has been provided to ARA.

ATTACHMENTS:

1) Resolution Approving a Third Amendment to the Memorandum of Understanding Regarding Dublin Place Shopping Center
2) Exhibit A to the Resolution – Third Amendment to the Memorandum of Understanding (Dublin Place Shopping Center)
3) Resolution No. 107-19 Approving a Memorandum of Understanding Regarding Dublin Place Shopping Center
4) Resolution No. 26-21 Approving a First Amendment to the Memorandum of Understanding (Dublin Place Shopping Center)
5) Resolution No. 30-22 Approving a Second Amendment to the Memorandum of Understanding Regarding Dublin Place Shopping Center

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING A THIRD AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING (DUBLIN PLACE SHOPPING CENTER)

WHEREAS, on October 15, 2019, the City Council adopted Resolution No. 107-19 approving a Memorandum of Understanding (MOU) between the City of Dublin and ASVRF Acquisitions, LLC, ASVRF Dublin Place, LP, and ASVRF 6960 Amador LP also known as American Realty Advisors (ARA) for the Dublin Place Shopping Center; and

WHEREAS, on April 6, 2021, the City Council adopted Resolution No. 26-21 approving a First Amendment to the MOU; and

WHEREAS, on April 5, 2022, the City Council adopted Resolution No. 30-22 approving a Second Amendment to the MOU; and

WHEREAS, upon the City's request, ARA agreed to use commercially reasonable efforts to facilitate future development of the Shopping Center and site a Town Square, including the acquisition of 7300 Amador Plaza Rd. (the "Property); and

WHEREAS, the MOU outlined the terms between ARA and the City as it related to the joint commitment of funds towards the acquisition of the Property; and

WHEREAS, due to the COVID-19 pandemic and the ongoing significant impact to owners and tenants of retail properties, priorities were shifted and substantial delays in negotiations occurred; and

WHEREAS, ARA has commenced negotiations again with the remaining property owner; however, additional time is needed; and

WHEREAS, the City requested, and ARA agreed, to extend the MOU for a period of 18-months; and

WHEREAS, ARA has requested to correct the address of the former Grocery Outlet building from 7950 Amador Valley Boulevard to 7590 Amador Valley Boulevard.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the Third Amendment to the Memorandum of Understanding between the City of Dublin and ASVRF 7300 Amador, LP, ASVRF Dublin Place, LP, and ASVRF 6960 Amador LP.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the amendments to the agreements, attached hereto as **Exhibit A,** and make any necessary, non-substantive changes to carry out the intent of this Resolution, as deemed appropriate by the City Manager.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

DocuSign Envelope ID: DAA923DA-3A50-4FD4-9EDB-25F3B26212CB

THIRD AMENDMENT TO MEMORANDUM OF UNDERSTANDING
(Dublin Place Shopping Center)

This Third Amendment to Memorandum of Understanding ("Third Amendment") dated as of **June 6, 2023** ("Effective Date"), is entered into between and among the **City of Dublin** (the "City"), **ASVRF 7300 Amador, LP**, a Delaware limited partnership ("**ASVRF 7300**") as successor in interest to **ASVRF Acquisitions, LLC**, a Delaware limited liability company ("ASVRF Acquisitions"), **ASVRF Dublin Place, LP**, a Delaware limited partnership ("ASVRF Dublin") and **ASVRF 6960 Amador, LP**, a Delaware limited partnership ("ASVRF Amador" and collectively "Owners"). The City and Owners are each individually referred to as a "Party" and collectively referred to as the "Parties." Capitalized terms not defined in this Third Amendment shall have the meanings specified in the MOU.

RECITALS

WHEREAS, ASVRF Acquisitions assigned all of its interest under the Purchase Agreement to ASVRF 7300 which has acquired 7300 Amador Plaza Road, Dublin, California, Assessor's Parcel No. 941-0305-027 (the "7300 Amador Property"), located within the Dublin Place Shopping Center (the "Shopping Center"); and

WHEREAS, the Owners wish to develop new and more appropriate uses for the Shopping Center consistent with the City's Downtown Dublin Specific Plan, including the siting of a Town Square and the City is supportive of these efforts; and

WHEREAS, Owners and the City desire to see the Covenants, Conditions & Restricts (CC&Rs) and Reciprocal Easement Agreement (REA) encumbering the Shopping Center amended to allow more appropriate uses at the Shopping Center, consistent with the City's Downtown Dublin Specific Plan, redevelopment opportunities of various areas within the Shopping Center, and/or improved signage; and

WHEREAS, to bring specificity to their joint commitment and to set out in general terms and actions to encourage future development of the Shopping Center and siting of a Town Square, consistent with the City's Downtown Specific Plan, the Parties entered into a Memorandum of Understanding dated October 15, 2019 (the "MOU"); and

WHEREAS, the Parties executed the First Amendment to the MOU on April 6, 2021 extending the term of the MOU to April 14, 2022;

WHEREAS, the Parties executed the Second Amendment to the MOU on April 5, 2022 extending the term of the MOU to June 30, 2023;

WHEREAS, in response to a request by the City, Owners have agreed to extend the Term of the MOU upon the terms and conditions set forth herein.

NOW THEREFORE, the Parties hereby agree as follows:

Section 1. Recitals. The Recitals stated above are hereby ratified by the Parties as being true, accurate and correct and are incorporated herein as if set forth in full.

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Section 2. Term. The Term of this MOU shall be extended to the close of business on December 31, 2024 and any other time periods specified in the MOU shall be extended accordingly.

Section 3. 7950 Amador Valley Boulevard. References to 7950 Amador Valley Boulevard (the former Grocery Outlet building) in the MOU shall be replaced with "7590 Amador Valley Boulevard".

Section 4. Entire Agreement. The MOU, as modified by this Third Amendment, contains all of the agreements and understandings related to the subject matter hereof.

Section 5. Remainder of MOU Unmodified. Except as set forth in this Third Amendment, the Parties agree that the MOU is unmodified and in full force and effect and that no Party is in breach of any obligations thereunder. To the extent that the terms of the MOU conflict with the terms of this Third Amendment, the terms of this Third Amendment shall be controlling.

Section 6. Counterparts. This Third Amendment may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one instrument.

IN WITNESS WHEREOF, the Parties have executed this Third Amendment, effective as of the date first written above.

CITY OF DUBLIN

By: _____
Linda Smith, City Manager

Attest:

By: _____
Marsha Moore, City Clerk

Approved as to form

By: _____
John D. Bakker, City Attorney

ASVRF 7300 Amador, LP
a Delaware limited liability partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation,
its General Partner

DocuSigned by:
By: Kirk Helgeson
Name: Kirk Helgeson
Its: Executive Vice President
Date: 5/15/2023

ASVRF DUBLIN PLACE, LP
a Delaware limited partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation
its General Partner

DocuSigned by:
By: Kirk Helgeson
Name: Kirk Helgeson
Its: Executive Vice President
Date: 5/15/2023

DocuSign Envelope ID: DAA923DA-3A50-4FD4-9EDB-25F3B26212CB

ASVRF 6960 AMADOR, LP
a Delaware limited partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation
its General Partner

By: DocuSigned by: Kirk Helgeson
Name: Kirk Helgeson
Its: Executive Vice President
Date: 5/15/2023

RESOLUTION NO. 107 - 19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

****

APPROVING A MEMORANDUM OF UNDERSTANDING REGARDING DUBLIN PLACE SHOPPING CENTER

WHEREAS, ASVRF Acquisitions, LLC, ASVRF Dublin Place, LP, and ASVRF 6960 Amador LP also known as American Realty Advisors (ARA) and the City desire to see redevelopment opportunities of various areas within the Dublin Place Shopping Center; and

WHEREAS, the City has requested, and ARA has agreed, to use commercially reasonable efforts to facilitate future development of the Shopping Center and site a Town Square, including acquisition of 7300 Amador Plaza Rd (the "Property"); and

WHEREAS, the purchase price for the Property is Six Million Seven Hundred Seventy-Five Thousand dollars ($6,775,000); and

WHEREAS, ARA and the City wish to partner together towards acquiring the Property, with ARA depositing Three Million Seven Hundred Seventy-Five Thousand dollars ($3,775,000) into escrow and the City contributing Three Million dollars ($3,000,000) towards the purchase of the Property; and

WHEREAS, the parties now wish to enter into a Memorandum of Understanding (MOU) to bring clarity to their joint commitment and to set out in general terms the various roles each party will play and procedures to be followed; and

WHEREAS, for a period of 18 months following the effective date of the Memorandum of Understanding (MOU), ARA will attempt to:

- Acquire the other portions of the Shopping Center, and if successful in acquiring the remaining sites, will cooperate in the City's efforts to site a town square park and sell the City the necessary acreage as outlined in the MOU;
- Identify and create a separate site for the development of an up to 80-unit affordable senior housing site;
- Obtain termination rights and/or relocation rights within the leases for any future lease(s) within both 7950 Amador Valley Blvd. and the Property;
- Apply for a permit for a new monument signage program which would include a rebranding effort of the Shopping Center; and
- If during the 18-month period as outlined in the MOU, the City does not approve a higher and better use of 7505 Dublin Blvd. as part of a larger redevelopment of the Shopping Center, or if ARA decides that it would be beneficial not to develop 7505 Dublin Blvd. as part of a larger redevelopment of the Shopping Center, then ARA will obtain a building permit for the development of 7505 Dublin Blvd.; and

WHEREAS, if during the 18-month period, the City and ARA mutually agree that ARA has failed to comply with the terms of the MOU, ARA shall reimburse the City's contribution of Three Million dollars ($3,000,000).

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the Memorandum of Understanding regarding Dublin Place Shopping Center for the acquisition of 7300 Amador Plaza Road.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the MOU in substantially the form attached as **Exhibit A** to this Resolution, and to take such other and further action, as necessary and appropriate to carry out the intention of this Resolution, including execution of a Funding Agreement related to acquisiton of the Property, as deemed appropriate by the City Manager.

PASSED, APPROVED AND ADOPTED this 15th day of October, 2019, by the following vote:

AYES: Councilmembers Goel, Hernandez, Josey, Kumagai and Mayor Haubert

NOES: None

ABSENT: None

ABSTAIN: None

Mayor

ATTEST:

City Clerk

MEMORANDUM OF UNDERSTANDING
(Dublin Place Shopping Center)

This Memorandum of Understanding ("MOU") dated **October 15, 2019** ("Effective Date") is entered into between and among the **City of Dublin** (the "City"), **ASVRF Acquisitions, LLC**, a Delaware limited liability company ("ASVRF Acquisitions"), **ASVRF Dublin Place, LP**, a Delaware limited partnership ("ASVRF Dublin") and **ASVRF 6960 Amador, LP**, a Delaware limited partnership ("ASVRF Amador" and collectively "Owners"). The City and Owners are each individually referred to as a "Party" and collectively referred to as the "Parties."

RECITALS

WHEREAS, ASVRF Acquisitions has entered into that certain Purchase and Sale Agreement dated August 2, 2019 with EVCAP Amador Plaza LLC and TA Amador Plaza, LLC (the "Purchase Agreement") to purchase 7300 Amador Plaza Road, Dublin, California, Assessor's Parcel No. 941-0305-027 (the "7300 Amador Property"), located within the Dublin Place Shopping Center (the "Shopping Center") for a purchase price of Six Million Seven Hundred Seventy-Five Thousand dollars ($6,775,000); and

WHEREAS, the Owners wish to develop new and more appropriate uses for the Shopping Center consistent with the City's Downtown Dublin Specific Plan, including the siting of a Town Square and the City is supportive of these efforts; and

WHEREAS, Owners and the City desire to see the Covenants, Conditions & Restricts (CC&Rs) and Reciprocal Easement Agreement (REA) encumbering the Shopping Center amended to allow more appropriate uses at the Shopping Center, consistent with the City's Downtown Dublin Specific Plan, redevelopment opportunities of various areas within the Shopping Center, and/or improved signage; and

WHEREAS, in furtherance of the Parties' desire to amend the CC&Rs and REA, Owners intend to work with any other property owners or tenants within the Shopping Center, whose consent may be necessary to complete such amendments; and

WHEREAS, the City has requested, and Owners have agreed, to use commercially reasonable efforts to facilitate future development of the Shopping Center and site a Town Square; and

WHEREAS, ASVRF Acquisitions will deposit into escrow the amount of Three Million Seven Hundred Seventy-Five Thousand dollars ($3,775,000), together with its share of any closing costs for the purchase of the 7300 Amador Property; and

WHEREAS, subject to the terms of this MOU, City will contribute Three Million Dollars ($3,000,000) towards the purchase price of the 7300 Amador Property; and

WHEREAS, the Parties now wish to enter into an agreement to bring specificity to their joint commitment and to set out in general terms and actions needed to be taken to by all Parties to complete the acquisition of the 7300 Amador Property and encourage future development of the Shopping Center and siting of a Town Square, consistent with the City's Downtown Specific Plan.

NOW THEREFORE, the Parties hereby agree as follows:

Section 1. Term. The provisions of this MOU shall expire the earlier of (i) eighteen (18) months from the Effective Date of this MOU or (ii) upon completion of the Parties' obligations under this MOU or (iii) by mutual consent of the Parties.

Section 2. Contribution by the City for the 7300 Amador Property.

A. The City and ASVRF Acquisitions shall, in good faith, negotiate and execute a funding agreement governing their rights and obligations with respect to the City's contribution toward the purchase of the 7300 Amador Property (the "Funding Agreement").

B. On or before two business days prior to the Closing Date (as defined in the Purchase Agreement), City shall deposit Three Million Dollars ($3,000,000) into escrow towards the purchase of the 7300 Amador Property ("City's Share") pursuant to the terms of the Funding Agreement.

C. In the event that the Parties mutually determine that ASVRF Acquisitions has failed to comply with the terms of the Funding Agreement (including the provisions of Section 3 below as incorporated in the Funding Agreement), ASVRF Acquisitions shall reimburse the City's Share pursuant to the terms of said Funding Agreement.

Section 3. Owner's Obligations.

A. **Acquisitions, leases, and improvements**

For a period of 18 months following the effective date of this MOU, Owners shall:

1. Owners shall, in good faith attempt to acquire (either in their own names of through related entities), at no more than Fair Market Value, the other portions of the Shopping Center not currently owned by Owners.

2. Owners shall, in good faith attempt to identify and create a separate site within the area proximate to 7950 Amador Valley Boulevard (the former Grocery Outlet building) and the 7300 Amador Property to provide for the development of an up to 80-unit affordable senior housing site, which the City will have the opportunity to acquire based upon the land's Fair Market Value as further provided for herein.

3. ASVRF Dublin and ASVRF Acquisitions shall use good faith efforts to obtain termination rights and/or relocation rights within the leases for any future lease(s) within both the 7950 Amador Valley Boulevard Property and, upon its acquisition by ASVRF Acquisitions or affiliated entity, the 7300 Amador Property. However, temporary seasonal leases shall not be restricted on either property.

4. Owners shall apply for a permit to the City for a new monument signage program to serve the Shopping Center. The new signage program would

incorporate an immediate rebranding effort, which would be subject to City consultation and approval as part of the City's permit process.

5. If during the 18-month period described above, the City does not approve a higher and better use of the 7505 Dublin Boulevard (the former Coco's building) as part of a larger redevelopment of the Shopping Center, or if ASVRF Dublin decides that it would be beneficial not to develop 7505 Dublin Boulevard as part of a larger redevelopment of the Shopping Center, then ASVRF Dublin shall obtain a building permit for the development of 7505 Dublin Boulevard.

B. **Siting of Town Square**

1. If ASVRF Acquisitions or a related entity is successful in acquiring the parcel of land comprised of 6850 Amador Plaza Road, 6900 Amador Plaza Road, and 575 Dublin Boulevard (APN 941-0305-4300) within the Shopping Center (the "941 Parcel"), ASVRF Acquisitions will cooperate in the City's efforts to site a Town Square and park, which collectively could take up to approximately 1 acre of land within the Shopping Center in a location generally depicted in Exhibit A.

i. Upon acquisition of the 941 Parcel, ASVRF Acquisitions shall sell the necessary acreage, consistent with the area and location as depicted on Exhibit A or an area to be mutually agreed upon by the Parties, to the City at its Fair Market Value pursuant to the terms of a mutually agreed upon purchase and sale agreement. Nothing herein prevents the City from using the power of eminent domain to acquire a parcel or parcels within the Dublin Place Shopping Center for use as a Town Square.

ii. Owners shall not oppose the City's efforts to site a Town Square and park or other related public infrastructure in the Shopping Center (i.e., would not initiate a public opposition campaign, file a CEQA lawsuit, etc.) so long as its location, size and phasing of development is consistent with Exhibit A or as otherwise mutually agreed upon by the Parties.

Section 4. Successors and Assigns. This MOU is binding upon and shall inure to the benefit of the Parties, and each of them, and their respective successors in interest and assigns.

Section 5. Fair Market Value. Whenever used in this MOU, the term "Fair Market Value" shall mean the most probable price at which the property would change hands between a willing buyer and a willing seller, neither being under any compulsion to buy or to sell and both having reasonable knowledge of relevant facts, as of a specific date. As between and among the Parties to this MOU, fair market value may be determined by the following process:

A. Each Party shall appoint an appraiser and notify the other party in writing of the name and address of the appraiser so chosen, along with the appraiser's qualifications. Each appraiser shall be an MAI certified real estate appraiser duly licensed by the State of California, having at least 10 years of experience

appraising commercial real estate with an emphasis on mixed use retail in the Tri-Valley Area of Alameda County, consisting of the cities of Dublin, Livermore, Pleasanton and San Ramon.

B. The appraisers shall then meet and confer during the thirty (30) day period, commencing on the date on which the last of the appraisers has been appointed ("Appraiser Negotiation Period") to attempt to mutually agree upon fair market value of the subject property. If the appraisers cannot agree upon fair market value as of the expiration of the Appraiser Negotiation Period, the two appraisers shall, within twenty (20) days thereafter; (i) each make their own determination of fair market value, and (ii) attempt to select a third appraiser meeting the qualifications stated in this section. If the two appraisers are not able to agree upon the third appraiser, either party, by giving fifteen (15) days written notice to the other party, can apply to the Presiding Judge of the Superior Court of Alameda County for the selection of a third appraiser who meets the qualifications stated in this section. Each of the parties shall bear one half (1/2) of the cost of appointing the third appraiser and paying the third appraiser's fees.

C. The third appraiser, however selected, shall be a person who has not previously acted in any capacity for either party. The third appraiser shall, within thirty (30) days after his or her appointment, make a determination of fair market value using the same criteria specified above. The determinations of fair market value prepared by all three appraisers shall be compared and fair market value shall be whichever determination by either party appraiser is closer to the determination of the third appraiser (and if they are equally close, fair market value shall be the determination of the third appraiser).

D. In the event the City elects to proceed with eminent domain to acquire a property which was previously the subject of a Fair Market Value determination in accordance with this section, the opinions of value expressed by any of the appraisers utilized in this process shall be inadmissible except in the event one of said appraisers is retained as an expert witness by a party in the eminent domain proceeding in which event said opinion may be used for purposes of impeachment of said appraiser. Furthermore, the compensation to be paid in any such eminent domain action shall be determined in accordance with California Eminent Domain Law.

Section 6. Entire Agreement. This MOU constitutes the entire understanding between the parties with respect to the matters contemplated herein, and all prior or contemporaneous oral agreements, understandings, representations and statements, and all prior written agreements, understandings, letters of intent and proposals, in each case with respect to the transaction contemplated herein, are hereby superseded and rendered null and void and of no further force and effect and are merged into this MOU. Neither this MOU nor any provisions hereof may be waived, modified, amended, discharged or terminated except by an instrument in writing signed by the party against which the enforcement of such waiver, modification, amendment, discharge or termination is sought, and then only to the extent set forth in such instrument.

Section 7. Construction. This MOU shall not be construed more strictly against one party than against the other merely by virtue of the fact that it may have been prepared by counsel for one of the parties, it being recognized that all Parties have contributed substantially

and materially to the preparation of this MOU. The headings of various sections in this MOU are for convenience only, and are not to be utilized in construing the content or meaning of the substantive provisions hereof. The Parties further intend that this MOU be broadly construed to achieve its stated purposes.

Section 8. Cooperation. The Parties shall reasonably cooperate with each other to achieve the stated purposes of this MOU, including executing such additional documents as may be reasonably necessary therefore.

Section 9. Governing Law. This MOU will be governed and interpreted in accordance with the law of California as if it was fully executed in California by persons domiciled in California and is to be wholly performed in California.

Section 10. Partial Invalidity. If any provision or provisions of this MOU shall be held in a judicial proceeding to be invalid, illegal or void, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby, provided the purposes of this MOU remain legal and enforceable.

Section 11. Attorney Fees. In the event of litigation between the parties with respect to the MOU, the performance of their respective obligations hereunder or the effect of a termination under this MOU, the losing party shall pay all costs and expenses incurred by the prevailing party in connection with such litigation, including, but not limited to, reasonable attorneys' fees of counsel selected by the prevailing party. Notwithstanding any provision of this MOU on the contrary, the obligations of the parties under this shall survive termination of this Agreement or the Closing and the delivery of any conveyance documentation.

Section 12. Counterparts. This MOU may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one instrument.

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Understanding, effective as of the date first written above.

CITY OF DUBLIN

By: _____
Christopher L. Foss, City Manager

Attest: _____
Caroline P. Soto, City Clerk

Approved as to form

_____
John D. Bakker, City Attorney

ASVRF ACQUISITIONS, LLC
a Delaware limited liability company

By: First Fiduciary Realty Advisors, Inc.,
a California corporation,
its manager

By: _____

Name: Kirk Helgeson

Its: Executive Vice President

Date: 10/17/19

ASVRF DUBLIN PLACE, LP
a Delaware limited partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation
its General Partner

By: _____

Name: Kirk Helgeson

Its: Executive Vice President

Date: 10/17/19

ASVRF 6960 AMADOR, LP
a Delaware limited partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation
its General Partner

By: _____

Name: Kirk Helgeson

Its: Executive Vice President

Date: 10/17/19

3363736.1

Exhibit A

Siting Area of a Town Square Park



RESOLUTION NO. 26 - 21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING A FIRST AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING (DUBLIN PLACE SHOPPING CENTER)

WHEREAS, on October 15, 2019, the City Council adopted Resolution No. 107-19 approving a Memorandum of Understanding (MOU) between the City of Dublin and ASVRF Acquisitions, LLC, ASVRF Dublin Place, LP, and ASVRF 6960 Amador LP also known as American Realty Advisors (ARA) for the Dublin Place Shopping Center; and

WHEREAS, upon the City's request, ARA agreed to use commercially reasonable efforts to facilitate future development of the Shopping Center and site a Town Square, including the acquisition of 7300 Amador Plaza Rd. (the "Property); and

WHEREAS, the MOU outlined the terms between ARA and the City as it related to the joint commitment of funds towards the acquisition of the Property; and

WHEREAS, due to the COVID-19 pandemic and the significant impact to owners and tenants of retail properties, priorities were shifted and substantial delays in negotiations occurred; and

WHEREAS, the City requested, and ARA agreed, to extend the MOU for a period of 12 months.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the First Amendment to Memorandum of Understanding between the City of Dublin and ASVRF 7300 Amador, LP, ASVRF Dublin Place, LP, and ASVRF 6960 Amador LP.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the amendments to the agreements, attached hereto as **Exhibit A,** and make any necessary, non-substantive changes to carry out the intent of this Resolution, including amendments to the Funding Agreement related to the acquisition of the Property, as deemed appropriate by the City Manager.

PASSED, APPROVED AND ADOPTED this 6th day of April 2021, by the following vote:

AYES: Councilmembers Hu, Josey, Kumagai, McCorriston and Mayor Hernandez

NOES:

ABSENT:

ABSTAIN:

DocuSigned by:
97C94F7A46A8461...
Mayor

ATTEST:

DocuSigned by:
9BB70815D22F40A...
City Clerk

FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING
(Dublin Place Shopping Center)

This First Amendment to Memorandum of Understanding ("First Amendment") dated as of **April 6, 2021** ("Effective Date"), is entered into between and among the **City of Dublin** (the "City"), **ASVRF 7300 Amador, LP**, a Delaware limited partnership ("**ASVRF 7300**") as successor in interest to **ASVRF Acquisitions, LLC**, a Delaware limited liability company ("ASVRF Acquisitions"), **ASVRF Dublin Place, LP**, a Delaware limited partnership ("ASVRF Dublin") and **ASVRF 6960 Amador, LP**, a Delaware limited partnership ("ASVRF Amador" and collectively "Owners"). The City and Owners are each individually referred to as a "Party" and collectively referred to as the "Parties." Capitalized terms not defined in this First Amendment shall have the meanings specified in the MOU.

RECITALS

WHEREAS, ASVRF Acquisitions assigned all of its interest under the Purchase Agreement to ASVRF 7300 which has acquired 7300 Amador Plaza Road, Dublin, California, Assessor's Parcel No. 941-0305-027 (the "7300 Amador Property"), located within the Dublin Place Shopping Center (the "Shopping Center"); and

WHEREAS, the Owners wish to develop new and more appropriate uses for the Shopping Center consistent with the City's Downtown Dublin Specific Plan, including the siting of a Town Square and the City is supportive of these efforts; and

WHEREAS, Owners and the City desire to see the Covenants, Conditions & Restricts (CC&Rs) and Reciprocal Easement Agreement (REA) encumbering the Shopping Center amended to allow more appropriate uses at the Shopping Center, consistent with the City's Downtown Dublin Specific Plan, redevelopment opportunities of various areas within the Shopping Center, and/or improved signage; and

WHEREAS, to bring specificity to their joint commitment and to set out in general terms and actions to encourage future development of the Shopping Center and siting of a Town Square, consistent with the City's Downtown Specific Plan, the Parties entered into a Memorandum of Understanding dated October 15, 2019 (the "MOU"); and

WHEREAS, Owners and / or City have satisfied the requirements of Sections 2.A. and 2.B of the MOU; and

WHEREAS, in response to a request by the City, Owners have agreed to extend the Term of the MOU upon the terms and conditions set forth herein.

NOW THEREFORE, the Parties hereby agree as follows:

Section 1. Recitals. The Recitals stated above are hereby ratified by the Parties as being true, accurate and correct and are incorporated herein as if set forth in full.

Section 2. Term. The Term of this MOU shall be extended to the close of business on April 14, 2022 and any other time periods specified in the MOU shall be extended accordingly.

Section 3. Acquisitions. Pursuant to its obligations under Section 3.A.1. of the MOU, ASVRF Acquisitions and subsequently ASVRF 7300 have made good faith efforts to acquire the other portions of the Shopping Center consistent with its obligations under Section 3.A.1 thereunder. The foregoing notwithstanding, ASVRF 7300, or an affiliate thereof, shall continue such good faith efforts during the extended Term of this MOU. It is understood and agreed that the inability of ASVRF 7300 or an affiliate thereof to reach an agreement with the owner of the 941 Parcel to purchase said parcel for reasons that include, but are not limited to, the unwillingness of the owner of the 941 Parcel to negotiate or negotiate in good faith or a failure by said owner to respond to ASVRF 7300 or an affiliate thereof in a timely fashion shall not constitute a breach by, or failure of ASVRF 7300 or an affiliate thereof to satisfy its obligations hereunder.

Section 4. Senior Housing Site. Pursuant to its obligations under Section 3.A.2 of the MOU, ASVRF Acquisitions and subsequently Owners have made good faith efforts to identify and create a separate site for the development of an affordable senior housing site consistent with its obligations under Section 3.A.2 thereunder. The foregoing notwithstanding, Owners shall continue such good faith efforts under Section 3.A.2. of the MOU to attempt to identify and create a separate site for the development of an up to 80-unit affordable senior housing site, which the City will have the opportunity to acquire based upon the land's Fair Market Value, is conditioned upon Owners' successful acquisition of the land identified in Section 3.A.1 and shall be tied to the approval by the City of a master plan development, approval by existing tenants (where applicable) and issuance of building permits related to that portion of the Dublin Place Shopping Center where the affordable senior housing site would be located.

Section 5. Sitting of Town Square. Pursuant to its obligations under Section 3. B. of the, MOU, ASVRF Acquisitions and subsequently ASVRF 7300 made good faith efforts to acquire the 941 Parcel consistent with its obligations thereunder. The foregoing notwithstanding, ASVRF 7300, or an affiliate thereof, shall continue such good faith efforts during the extended Term of this MOU. It is understood and agreed that the inability of ASVRF 7300 or an affiliate thereof to reach an agreement with the owner of the 941 Parcel to purchase said parcel for reasons that include, but are not limited to, the unwillingness of the owner of the 941 Parcel to negotiate or negotiate in good faith or a failure by said owner to respond to ASVRF 7300 or an affiliate thereof in a timely fashion shall not constitute a breach by, or failure of ASVRF Acquisitions to satisfy its obligations hereunder. Furthermore, the timing of the close of a purchase and sale agreement, as defined in Section 3.B.1.(i) of the MOU, shall be tied to the approval by the City of a master plan development, approval by existing tenants (where applicable) and issuance of building permits related to the portion of the Dublin Place Shopping Center where the Town Square would be located.

Section 6. Entire Agreement. The MOU, as modified by this First Amendment, contains all of the agreements and understandings related to the subject matter hereof.

Section 7. Remainder of MOU Unmodified. Except as set forth in this First Amendment, the Parties agree that the MOU is unmodified and in full force and effect and that no Party is in breach of any obligations thereunder. To the extent that the terms of the MOU conflict with the terms of this First Amendment, the terms of this First Amendment shall be controlling.

Section 8. Counterparts. This First Amendment may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one instrument.

IN WITNESS WHEREOF, the Parties have executed this First Amendment, effective as of the date first written above.

CITY OF DUBLIN

By: _____
Linda Smith, City Manager

Attest:

By: _____
Marsha Moore, City Clerk

Approved as to form

By: _____
John D. Bakker, City Attorney

ASVRF 7300 Amador, LP
a Delaware limited liability partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation,
its General Partner

By: _____
Name: Kirk Helgeson
Its: Executive Vice President
Date: _____

ASVRF DUBLIN PLACE, LP
a Delaware limited partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation
its General Partner

By: _____
Name: Kirk Helgeson
Its: Executive Vice President
Date: _____

ASVRF 6960 AMADOR, LP
a Delaware limited partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation
its General Partner

By: _____
Name: Kirk Helgeson
Its: Executive Vice President
Date: _____

3720871.1

RESOLUTION NO. 30 – 22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING A SECOND AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING REGARDING DUBLIN PLACE SHOPPING CENTER

WHEREAS, on October 15, 2019, the City Council adopted Resolution No. 107-19 approving a Memorandum of Understanding (MOU) between the City of Dublin and ASVRF Acquisitions, LLC, ASVRF Dublin Place, LP, and ASVRF 6960 Amador, LP also known as American Realty Advisors (ARA) for Dublin Place Shopping Center; and

WHEREAS, on April 6, 2021, the City Council adopted Resolution No. 26-21 approving a First Amendment to the MOU; and

WHEREAS, upon the City's request, ARA agreed to use commercially reasonable efforts to facilitate future development of the Shopping Center and site a Town Square, including the acquisition of 7300 Amador Plaza Rd. (the "Property"); and

WHEREAS, the MOU outlined the terms between ARA and the City as it related to the joint commitment of funds towards the acquisition of the Property; and

WHEREAS, due to the COVID-19 pandemic and the ongoing significant impact to owners and tenants of retail properties, priorities were shifted and substantial delays in negotiations occurred; and

WHEREAS, ARA has commenced negotiations again with the remaining property owner; however, additional time is needed; and

WHEREAS, the City requested, and ARA agreed, to extend the MOU for a period of 14-months.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the Second Amendment to the Memorandum of Understanding between the City of Dublin and ASVRF 7300 Amador, LP, ASVRF Dublin Place, LP, and ASVRF 6960 Amador, LP regarding Dublin Place Shopping Center.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the amendments to the agreements, attached hereto as **Exhibit A,** and make any necessary, non-substantive changes to carry out the intent of this Resolution, as deemed appropriate by the City Manager.

{Signatures on the following page}

PASSED, APPROVED AND ADOPTED this 5th day of April 2022, by the following vote:

AYES: Councilmembers Hu, Josey, Kumagai, McCorriston, and Mayor Hernandez

NOES:

ABSENT:

ABSTAIN:

DocuSigned by:
M. Hernandez
97C94E7A46A8461...
Mayor

ATTEST:

DocuSigned by:
Marsha Moore
9BB708150D22F40A...
City Clerk

DocuSign Envelope ID: CFB265AB-71FA-4CBF-9A72-D81BFACE7815

SECOND AMENDMENT TO MEMORANDUM OF UNDERSTANDING
(Dublin Place Shopping Center)

This Second Amendment to Memorandum of Understanding ("Second Amendment") dated as of **April 5, 2022** ("Effective Date"), is entered into between and among the **City of Dublin** (the "City"), **ASVRF 7300 Amador, LP**, a Delaware limited partnership ("**ASVRF 7300**") as successor in interest to **ASVRF Acquisitions, LLC**, a Delaware limited liability company ("ASVRF Acquisitions"), **ASVRF Dublin Place, LP**, a Delaware limited partnership ("ASVRF Dublin") and **ASVRF 6960 Amador, LP**, a Delaware limited partnership ("ASVRF Amador" and collectively "Owners"). The City and Owners are each individually referred to as a "Party" and collectively referred to as the "Parties." Capitalized terms not defined in this First Amendment shall have the meanings specified in the MOU.

RECITALS

WHEREAS, ASVRF Acquisitions assigned all of its interest under the Purchase Agreement to ASVRF 7300 which has acquired 7300 Amador Plaza Road, Dublin, California, Assessor's Parcel No. 941-0305-027 (the "7300 Amador Property"), located within the Dublin Place Shopping Center (the "Shopping Center"); and

WHEREAS, the Owners wish to develop new and more appropriate uses for the Shopping Center consistent with the City's Downtown Dublin Specific Plan, including the siting of a Town Square and the City is supportive of these efforts; and

WHEREAS, Owners and the City desire to see the Covenants, Conditions & Restricts (CC&Rs) and Reciprocal Easement Agreement (REA) encumbering the Shopping Center amended to allow more appropriate uses at the Shopping Center, consistent with the City's Downtown Dublin Specific Plan, redevelopment opportunities of various areas within the Shopping Center, and/or improved signage; and

WHEREAS, to bring specificity to their joint commitment and to set out in general terms and actions to encourage future development of the Shopping Center and siting of a Town Square, consistent with the City's Downtown Specific Plan, the Parties entered into a Memorandum of Understanding dated October 15, 2019 (the "MOU"); and

WHEREAS, the Parties executed the First Amendment to the MOU on April 6, 2021 extending the term of the MOU to April 14, 2022;

WHEREAS, in response to a request by the City, Owners have agreed to extend the Term of the MOU upon the terms and conditions set forth herein.

NOW THEREFORE, the Parties hereby agree as follows:

Section 1. Recitals. The Recitals stated above are hereby ratified by the Parties as being true, accurate and correct and are incorporated herein as if set forth in full.

Section 2. Term. The Term of this MOU shall be extended to the close of business on June 30, 2023 and any other time periods specified in the MOU shall be extended accordingly.

Section 3. Entire Agreement. The MOU, as modified by this Second Amendment, contains all of the agreements and understandings related to the subject matter hereof.

Section 4. Remainder of MOU Unmodified. Except as set forth in this Second Amendment, the Parties agree that the MOU is unmodified and in full force and effect and that no Party is in breach of any obligations thereunder. To the extent that the terms of the MOU conflict with the terms of this Second Amendment, the terms of this Second Amendment shall be controlling.

Section 5. Counterparts. This Second Amendment may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one instrument.

IN WITNESS WHEREOF, the Parties have executed this Second Amendment, effective as of the date first written above.

CITY OF DUBLIN

By: _____
Linda Smith, City Manager

Attest:

By: _____
Marsha Moore, City Clerk

Approved as to form

By: _____
John D. Bakker, City Attorney

ASVRF 7300 Amador, LP
a Delaware limited liability partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation,
its General Partner

By: DocuSigned by: Kirk Helgeson 31CC0BDAA8A346E... DS
Name: Kirk Helgeson
Its: Executive Vice President
Date: March 24, 2022

ASVRF DUBLIN PLACE, LP
a Delaware limited partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation
its General Partner

By: DocuSigned by: Kirk Helgeson 31CC0BDAA8A346E... DS
Name: Kirk Helgeson
Its: Executive Vice President
Date: March 24, 2022

ASVRF 6960 AMADOR, LP
a Delaware limited partnership

By: ASVRF Dublin Place GP Corporation,
a Delaware corporation
its General Partner

By: DocuSigned by: Kirk Helgeson 31CC0BDAA6A346E...
Name: Kirk Helgeson
Its: Executive Vice President
Date: March 24, 2022

Agenda Item 4.4

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Amendment to the Agreement with All City Management Services Inc.
Prepared by: Raelyn Miranda, Administrative Aide

EXECUTIVE SUMMARY:

The City Council will consider approving the amendment to the agreement with All City Management Services Inc. for additional crossing guards provided in 2022-23 school year.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the Amendment to the Agreement Between the City of Dublin and All City Management Services Inc.

FINANCIAL IMPACT:

The Dublin Unified School District has agreed to reimburse the City for the increased expense. Upon approval of the amendment, Staff will reflect the expenditure and reimbursement in the Fiscal Year 2022-23 Amended Budget.

DESCRIPTION:

The City's current agreement with All City Management Services Inc. provides crossing guards in designated school zones with a current sum not to exceed $307,732.48.

Dublin Unified School District requested two additional crossing guards at Dublin Elementary School and Cottonwood Creek School beginning in mid-April. The cost for these two guards is $11,146.56. The addition of one crossing guard location at Dublin High School was not captured in the original contract and will also be added in the amendment at a cost of $19,670.40, bringing the total not-to-exceed cost to $338,549.44. Dublin Unified School District has agreed to reimburse the City for this increased expense under our existing reimbursement agreement.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving the Amendment to the Agreement between the City of Dublin and All City Management Services Inc.
2) Exhibit A to the Resolution - Amendment #1 to Contract Services Agreement Between The City of Dublin and All City Management Services Inc.

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF DUBLIN AND ALL CITY MANAGEMENT SERVICES INC.

WHEREAS, the City of Dublin has an agreement with All City Management Services Inc. to provide crossing guards in designated school zones with a current sum not to exceed $307,732.48; and

WHEREAS, Dublin Unified School District requested two additional crossing guards located in the areas of Dublin Elementary School and Cottonwood Creek School for the remainder of the 2022-2023 school year (beginning mid-April 2023), at a cost of $11,146.56; and

WHEREAS, the addition of one crossing guard location at Dublin High School was not captured in the original contract and will also be added in the amendment, at a cost of $19,670.40; and

WHEREAS, with the amendment, the new not-to-exceed amount for crossing guards is $338,549.44, and Dublin Unified School District has agreed to reimburse the City for the increased expenses through the existing reimbursement agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin hereby approves the amendment with All City Management Services, attached hereto as **Exhibit A**.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

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AMENDMENT #1 TO CONTRACTOR SERVICES AGREEMENT BETWEEN THE CITY OF DUBLIN AND ALL CITY MANAGEMENT SERVICES INC.

WHEREAS, on **JULY 1, 2022**, the City of Dublin (hereinafter referred to as "CITY") and All City Management Services Inc. (hereinafter referred to as "CONTRACTOR") entered into a Contracting Services Agreement for Crossing Guard Services (hereinafter referred to as the "AGREEMENT"); and

WHEREAS, the existing AGREEMENT expires on June 30, 2023; and

WHEREAS, to ensure the safety of the DUSD students, two additional sites need coverage, increasing the costs in crossing guard services; and

WHEREAS, the addition of one crossing guard location at Dublin High School was not captured in the original contract and will also be added in this amendment; and

WHEREAS, THE CITY and CONTRACTOR now wish to amend the AGREEMENT to increase the not-to-exceed amount by $30,816.96 for a total of $338,549.44.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the AGREEMENT is amended as follows:

1) Section 2 - **COMPENSATION** shall be rescinded and replaced with the following: owing:

City hereby agrees to pay CONTRACTOR a sum not to exceed $338,549.44, notwithstanding any contrary indications that may be contained in CONTRACTOR's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and CONTRACTOR's proposal, attached as Exhibit B, regarding the amount of compensation, the Agreement shall prevail. City shall pay CONTRACTOR for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to CONTRACTOR for services rendered pursuant to this Agreement. CONTRACTOR shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, CONTRACTOR shall not bill City for duplicate services performed by more than one person.

CONTRACTOR and City acknowledge and agree that compensation paid by City to CONTRACTOR under this Agreement is based upon CONTRACTOR's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of CONTRACTOR. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which CONTRACTOR and its employees, agents,

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and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed as of the date of the City Manager's signature below.

CITY OF DUBLIN

By: _____
Linda Smith, City Manager

Dated: _____

ATTEST:

By: _____
Marsha Moore, City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

ALL CITY MANAGEMENT SERVICDES INC.

By: DocuSigned by: Demetra Farwell 957937EA6C0740A...
Demetra Farwell, Corporate Security

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Exhibit B

All City Management Services Inc.

Client Worksheet 2022-2023 - Per Claudia

Department: 3701

Billing Rate for 2022/2023: $27.32

City of Dublin
100 Civic Plaza
Dublin, CA 94568

KEY:
Traditional Calendar:
For sites with no regularly scheduled early release days, use 180 regular days

Summer School
For schools with Summer School sessions use 19 days

Sites with traditional calendar:

10	Sites at 4.0 hrs per day	40 Total Hrs/day	X	180 days/yr	7200 X	$27.32 Hourly Billing Rate	=	$196,704.00
1	Sites at 4.0 hrs per day	4 Total Hrs/day	X	180 days/yr	720 X	$27.32 Hourly Billing Rate	–	$19,670.40
5	Sites at 4.0 hrs per day	20 Total Hrs/day	X	108 days/yr	2160 X	$27.32 Hourly Billing Rate	=	$59,011.20
	5.0 hrs early release	25 Total Hrs/day	X	72 days/yr	1800 X	$27.32 Hourly Billing Rate	=	$49,176.00

Scheduled to start 3/13/23, but actual on 4/18/23

1	Sites at 4.0 hrs per day	8 Total Hrs/day	X	33 days/yr	264 X	$27.32 Hourly Billing Rate	=	$7,212.48
Dublin Elem (Vomack Rd. / Landale Ave)									
1	Sites at 4.0 hrs per day	4 Total Hrs/day	X	21 days/yr	84 X	$27.32 Hourly Billing Rate	=	$2,294.88
	5.0 hrs early release	5 Total Hrs/day	X	12 days/yr	60 X	$27.32 Hourly Billing Rate	=	$1,639.20
Cottonwood Creek School (Central Pkwy / Panorama Dr)									

Total Number of Sites: 18

Summer School Sites:
Estimate based on Summer School June 14, 2022 - July 21, 2022

1	Site at 4.0 hrs per day	4 Total Hrs/day	X	26 days/yr	104 X	$27.32 Hourly Billing Rate	=	$2,841.28

Original Contract	$307,732.48
Additional Site Missed	*$19,670.40*
2x Added Locations	*$11,146.56*

**5/16/23 Amending for 22-23:* *$30,816.96*

TOTAL PROJECTED HOURS 12392 **TOTAL ANNUAL PROJECTED COST** **$338,549.44**

Agenda Item 4.5

STAFF REPORT

CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Agreement with ConvergeOne, Inc. for Technology Equipment and Services
Prepared by: Steve Windsor, CISO

EXECUTIVE SUMMARY:

The City Council will consider approving an agreement with ConvergeOne, Inc. for technology equipment and services.

STAFF RECOMMENDATION:

Adopt the **Resolution** Authorizing the Purchase of Technology Equipment and Services from ConvergeOne, Inc.

FINANCIAL IMPACT:

The proposed agreement with ConvergeOne, Inc. is not to exceed $100,000 over the one-year term. Funding for computer-related services and supplies is included in the Information Systems Internal Service Fund budget and operating budget approved by the City Council.

DESCRIPTION:

The City uses consultants for information technology voice, security, and networking services and related equipment purchases. Over the last several years, the City has engaged ConvergeOne, Inc. for these services and is pleased with their performance.

While the Municipal Code requires a competitive bid process to award a contract for these types of services, Section 2.36.100.B.9 of the City's Purchasing Policy provides an exemption to a competitive bidding process when another public agency has administered a competitive bidding process and has a current valid agreement for the same or substantially similar consultant or professional services, general services, supplies, or equipment.

ConvergeOne offers services and hardware products to local government agencies based on an agreement with the National Cooperative Purchasing Alliance (NCPA). The NCPA contract agreement was competitively bid and is a Master Contract that can be utilized by local government agencies. This procurement tool has been used effectively by the City for several years.

In addition, ConvergeOne is an authorized reseller for Verkada security system hardware and related services through the California Multiple Award Schedule (CMAS) program. CMAS provides California state agencies an approved exemption to the multiple bidding process for specific vendor hardware and services.

Over the last three years, the City has spent $236,571.21 for voice and network software, network hardware, systems repairs and maintenance, and related professional services. The new agreement with ConvergeOne provides for a not-to-exceed amount of $100,000 for a one-year term expiring June 30, 2024. While this is more than what the City typically spends with this vendor, Staff requests to include a contingency for upcoming projects like citywide situational cameras, a City telecommunications system upgrade/renewal, and future work on new City facilities like park technology upgrades and the Cultural Arts Center systems and support.

In addition, Staff recommends that the City Manager be delegated authority to amend this contract for an additional three-year period based on the renewal of the NCPA and CMAS public purchasing agreements for technology equipment and services and Verkada security products, and subject to available budget.

STRATEGIC PLAN INITIATIVE:

Strategy 3: Infrastructure Maintenance and Reinvestment
Objective B: Provide on-going condition assessments of aging city facilities and assets.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Authorizing the Purchase of Technology Equipment and Services from ConvergeOne, Inc.
2) Exhibit A to the Resolution - Agreement Between the City of Dublin and ConvergeOne, Inc. For Technology Equipment and Services
3) CMAS Contract #3-23-01-1032
4) SYNNEX NCPA Master Contract #01-97
5) NCPA Contract #01-97 – 2024 Extension
6) NCPA Contract #01-97 - Authorized Resellers List

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

AUTHORIZING THE PURCHASE OF TECHNOLOGY EQUIPMENT AND SERVICES FROM CONVERGEONE, INC.

WHEREAS, the City has engaged ConvergeOne, Inc. (hereinafter referred to as the "Consultant") in prior years for the purchase of technology equipment and services; and

WHEREAS, the City has engaged the Consultant to perform voice infrastructure planning and installation, security planning and installation, network infrastructure design and deployment services; and

WHEREAS, the City desires to enter into a one-year agreement for the purchase of technology equipment and services beginning July 1, 2023 and ending June 30, 2024; and

WHEREAS, Section 2.36.100(B)(9) of the Dublin Municipal Code allows for exceptions to the typical public bidding process when the City can procure items from a competitive bid process administered by another public agency; and

WHEREAS, the State of California conducted a competitive bidding process and has established a California Multiple Awards Schedule (CMAS) agreement contract #3-23-01-1032, with ConvergeOne, Inc. for Verkada security equipment and services, and the contract is valid through December 31, 2025; and

WHEREAS, TD Synnex has a valid pricing agreement contract #01-97, publicly bid by NCPA Region XIV Education Service Center, and the contract is valid through July 31, 2024 in the contract #01-97 - Terms & Conditions**,** and ConvergeOne, Inc. is an authorized NCPA reseller list, which meets this Municipal Code provision for a publicly bid agreement; and

WHEREAS, the Agreement contains a not to exceed amount of $100,000 for the one-year period, and Section 2.36.090 of the Dublin Municipal Code requires City Council Approval of technology equipment and services with a cost greater than or equal to forty-five thousand dollars ($45,000).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the agreement with ConvergeOne, Inc. attached hereto as **Exhibit A**.

BE IT FURTHER RESOLVED that the City Manager is authorized to amend the agreement for an additional three years as long as ConvergeOne, Inc. is active on the NCPA and CMAS purchasing agreements, and subject to the available budget.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the agreement and make any non-substantive changes to carry out the intent of this resolution.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

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**AGREEMENT BETWEEN THE CITY OF DUBLIN AND CONVERGEONE, INC.
FOR TECHNOLOGY EQUIPMENT AND SERVICES**

THIS AGREEMENT for Technology Equipment and Services is made by and between the City of Dublin ("City") and ConvergeOne, Inc. ("Consultant") (together sometimes referred to as the "Parties") as of July 1st, 2023 (the "Effective Date").

Section 1. TECHNOLOGY EQUIPMENT AND SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant may be requested to provide to the City Technology Equipment and Services as described in the General Scope of Work attached as Exhibit A.

1.1 Agreement Documents. This Agreement between the City and Consultant consists of the following documents:

1.1.1 State of California Multiple Award Schedule **("CMAS") Contract No. 3-22-12-1023**, awarded to ConvergeOne, Inc. effective 12/08/2022 for Information Technology Goods and Services;

1.1.2 Master Agreement Number 01-97 effective August 1, 2019 between the National Cooperative Purchasing Alliance and TD SYNNEX Corporation, pursuant to which ConvergeOne, Inc. is an authorized reseller ("**NCPA 01-97**");

1.1.3 This Agreement for Technology Equipment and Services between City and Consultant; and

1.1.4 Any City issued Purchase Order to Consultant that is placed against the terms and conditions of this Agreement.

1.1.5 Exhibits; Precedence. All documents listed in this Section 1.1 shall be collectively referred to as the "Agreement Documents" and are each hereby incorporated into this Agreement by reference. In the event of a conflict in terms between the terms and conditions of any of the Agreement Documents listed in Sections 1.1.1 and 1.1.2 (each, individually, a "Cooperative Procurement Contract") and the terms and conditions specifically stated in this Agreement for Technology Equipment and Services, the terms and conditions of the applicable Cooperative Procurement Contract shall control over the terms and conditions specifically stated in this Agreement for Technology Equipment and Services.

1.2 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30th, 2024. This Agreement may be extended on a month-to-month basis for up to 6 months upon the mutual written consent of both Parties, provided that sufficient funds have been appropriated for such purchase.

1.3 Standard of Performance. Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.

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1.4 Assignment of Personnel. Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that the City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.5 Time. Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.3 above and to satisfy Consultant's obligations hereunder.

1.6 [Intentionally Deleted].

1.7 [Intentionally Deleted].

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed sum of $100,000 as per the compensation schedule in Exhibit B.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation.

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4.1.1 **General Requirements.** Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Consultant may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the Consultant, its employees, agents, and subcontractors.

4.1.2 **Submittal Requirements.** To comply with Subsection 4.1, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section; and

b. Waiver of Subrogation Endorsement as required by the section.

4.2 **Commercial General and Automobile Liability Insurance.**

4.2.1 **General Requirements.** Consultant, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $1,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $1,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including without limitation, blanket contractual liability and the use of owned and non-owned automobiles.

4.2.2 **Minimum Scope of Coverage.** Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance

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Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 Additional Requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired, or borrowed by the Consultant.

c. Consultant hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation.

d. For any claims related to this Agreement or the work hereunder, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

4.2.4 Submittal Requirements. To comply with Subsection 4.2, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section;

c. Waiver of Subrogation Endorsement as required by the section; and

d. Primary Insurance Endorsement as required by the section.

4.3 Professional Liability Insurance.

4.3.1 General Requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than $2,000,000 covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall not exceed $150,000 per claim.

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4.3.2 **Claims-Made Limitations.** The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least 3 years after completion of the Agreement or the work, so long as commercially available at reasonable rates.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant shall purchase an extended period coverage for a minimum of 3 years after completion of work under this Agreement.

d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

4.3.3 **Submittal Requirements.** To comply with Subsection 4.3, Consultant shall submit the Certificate of Liability Insurance in the amounts specified in the section.

4.4 **All Policies Requirements.**

4.4.1 **Acceptability of Insurers.** All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.4.2 **Verification of Coverage.** Prior to beginning any work under this Agreement, Consultant shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Consultant by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Consultant beginning work, it shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.4.4 **Wasting Policies.** No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.4.5 **Endorsement Requirements.** Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.4.6 **Subcontractors.** Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each

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subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.5 **Remedies.** In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may terminate this Agreement.

Section 5. LEGAL REQUIREMENTS.

5.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

5.2 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

5.3 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

Section 6. MODIFICATION.

6.1 **Extension.** Parties may extend the end date of this Agreement beyond that provided for in Subsection 1.2. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

6.2 **Amendments.** The Parties may amend this Agreement only by a writing signed by all the Parties.

6.3 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

Section 7. KEEPING AND STATUS OF RECORDS.

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7.1 **Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

7.2 **Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.

7.3 **Inspection and Audit of Records.** Any records or documents that Subsection 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 8. MISCELLANEOUS PROVISIONS.

8.1 **Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

8.2 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

8.3 **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

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8.4 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

8.5 **Use of Recycled Products.** Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

8.6 **Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous 12 months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

At City's sole discretion, Consultant may be required to file with the City a Form 700 to identify and document Consultant's economic interests, as defined and regulated by the California Fair Political Practices Commission. If Consultant is required to file a Form 700, Consultant is hereby advised to contact the Dublin City Clerk for the Form 700 and directions on how to prepare it.

8.7 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

8.8 **Contract Administration.** This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

8.9 **Notices.** Any written notice to Consultant shall be sent to:

ConvergeOne, Inc.
Att: Dave Borgese

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10900 Nesbitt Avenue South
Bloomington, MN 55437

Any written notice to City shall be sent to:

City of Dublin
Att: Steve Windsor
100 Civic Plaza
Dublin, CA 94568

8.10 **Counterparts and Electronic Signatures.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement. Counterparts delivered and/or signatures executed by City-approved electronic or digital means shall have the same force and effect as the use of a manual signature. Both Parties desire this Agreement to be electronically signed in accordance with applicable federal and California law. Either Party may revoke its agreement to use electronic signatures at any time by giving notice to the other Party.

8.11 **Certification per Iran Contracting Act of 2010.** In the event that this contract is for one million dollars ($1,000,000.00) or more, by Consultant's signature below Consultant certifies that Consultant, and any parent entities, subsidiaries, successors or subunits of Consultant are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

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The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN	CONVERGEONE, INC.
	DocuSigned by: B1996DA2466A41A...
Linda Smith, City Manager	Dave Borgese, Regional Vice President

Attest:

Marsha Moore, City Clerk

Approved as to Form:

City Attorney

3070368.1

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EXHIBIT A

GENERAL SCOPE OF SERVICES

This General Scope of Services applies to orders for Technology Equipment and Services purchased under CMAS or NCPA 01-97. Individual quotes must be obtained for Technology Equipment and Services, and the then-current pricing available under CMAS or NCPA 01-97 will apply to each order.

Project and Task Objectives and Requirements

- IT support of the City of Dublin's voice, security, and networking services on a purchase order basis as directed by the City.
- Purchase of technology equipment on a purchase order basis as directed by the City.

Scope of Work and Deliverables

The Consultant shall provide services and staff, and otherwise do all things reasonably necessary for or incidental to the performance of work, as set forth below:

- Voice, data, and security network engineering and support services performed onsite and remotely.
- Procurement and delivery of voice, data, and security network hardware and related equipment.
- Interface with City vendors including network carriers, contractors and other service providers as needed.

The Consultant shall procure and deliver to City of Dublin the following:

- Documentation of any project
- Detailed time logs of all work performed
- Monthly billing of any services
- PO-based billing of any hardware or equipment

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EXHIBIT B

COMPENSATION SCHEDULE & REIMBURSABLE EXPENSES

This NCPA SYNNEX Services Rate Sheet applies to orders for Technical Services as of the Effective Date of this Agreement. Individual quotes must be obtained for Technical Services and the then-current pricing available under NCPA 01-97 will apply to each order.

NCPA
SYNNEX Services

Vendor Name: SYNNEX Corporation

Type of Services Provided	Services Provided: Direct	Indirect	Standard Price	NCPA Discount	NCPA Price or See Attachment
Suggested Services:					
Analysis and Design		Per Hour	$250	0%	$250
Application Certification		Per Hour	$300	0%	$300
Asset Management					
Asset Tag Services		Per Unit			see attached service options
Cabling		Per Drop			see attached service options
Configuration and Integration		Per Hour	$250	0%	$250
Consulting		Per Hour	$250	0%	$250
Data Backup Assessment, Design & Implement.		Per Hour	$250	0%	$250
Data Storage Assessment, Design & Implement.		Per Task			see attached service options
Deployment Services		Per Hour	$200	0%	$200
Desktop Services		Per Hour	$175	0%	$175
Disaster Recovery		Per Hour	$250	0%	$250
Disposal/Recycling Services					
Document Management					
Engineering		Per Hour	$250	0%	$250
Hard Drive Removal & Retention by the Buyer		Per Hour	$175	0%	$175
Help Desk Support	6 month mir	Per User/Month	$20	60%	$8
Image Loading		Per Unit			see attached service options
Inspection and Maintenance Services					
Installation		Per Hour	$250	0%	$250
IT Staff Augmentation		Per Hour	$250	0%	$250
Lan/Wan Infrastructure Services		Per Hour	$250	0%	$250
Managed Services(Firewall Monitoring, Intrusion Detection)		Per Unit			see attached service options
Network Design & Management		Per Hour	$250	0%	$250
Network Operating Systems Engineering		Per Hour	$250	0%	$250
Regulatory Compliance Implementation Svs.		Per Hour	$300	0%	$300
Security Assessment and Consulting		Per Task			see attached service options
Server Assessment, Consolidation, Implement.		Per Task			see attached service options
Software Upgrades and Data Migration		Per Hour	$250	0%	$250
Technical Support		Per Hour	$250	0%	$250
Training, Customer Education		Per Hour	$250	0%	$250
Wireless Infrastructure Assessment		Per Day/Sq Ft			see attached service options
Wireless Network Implementation		Per Day			see attached service options
Wireless Network Management					
Electrical Work (non-low voltage)		Per Hour	$250	0%	$250
Other Services:					
Many services are available from SYNNEX Corporation beyond those referenced in this bid response. Said services include far reaching datacenter services, networking services, pro audio/visual, as well as maintenance contract services for most technologies.					
In order to provide bid protection for your ancillary services (i.e. installation), provided directly and/or indirectly, you must provide specific information (i.e. price rates, published price list, etc.) for us to be able to determine a "bid price" for your services. Stating prices will be negotiated is not acceptable, and those services will not be considered bid protected. Additional optional information regarding services can be attached to this Form with the Product Line you are bidding.					

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NCPA - DETAILED SERVICE OPTIONS

Image Loading & Asset Tagging

Description	List Price	Discount	NCPA Price	SKU
Image, HW insertion, asset tag, asset number in BIOS	$79	40%	$48	IMAGE-INS-BIOS
Custom Image Load per unit	$120	34%	$79	IMAGE-INS-BIOS
Consigned asset tag placement	$14	36%	$9	ITG-ASSET-CON
Asset Tagging - per unit	$46	57%	$20	ITG-ASSET

Data Storage Assessment, Design & Implementation

Description	List Price	Discount	NCPA Price	SKU
Assessment and associated reporting of storage consumption, utilization, design services for a capacity appropriate, optimized storage solution (1st Array)	$11,950	16%	$9,995	
Additional array	$1,750	14%	$1,500	
Storage Implementation Services (per hour)	$250	0%	$250	

Server Assessment, Consolidation, Assessment

Description	List Price	Discount	NCPA Price	SKU
Assessment and associated reporting of server consumption, utilization, operating system status, design services for a capacity appropriate/optimized server and Private Cloud solution	$7,500	20%	$6,000	
Server/Private Cloud Implementation Services (per hour)	$250	0%	$250	

Wireless Network Implementation Service Options

Description	List Price	Discount	NCPA Price	SKU
Wireless installation (survey required prior). Price includes travel and labor for 1 day. Typically up to 8 AP's are configured, mounted and tested in 1 day (does not include controller setup).	$1,600	5%	$1,520	WNS-RF-INSTALL
Wireless network controller setup, security, BYOD implementation services (per hour)	$250	0%	$250	

Wireless Infrastructure Assessment Service Options

Description	List Price	Discount	NCPA Price	SKU
Wireless site survey for up to 250K sq ft per day. Price includes travel and Labor. Technician will evaluate signal strength and coverage based on AP customer is looking to implement, power and cabling requirements, and site readiness	$1,600	5%	$1,520	WNS-RF-SURVEY
Wireless site survey for up to 250K sq ft per day. Price includes travel and Labor. Technician will evaluate signal strength and coverage based on AP customer is looking to implement, power and cabling requirements, and site readiness	$2,000	5%	$1,900	WNS-RF-AIRMAGSUR

Cabling Per Drop Installation Service Options

Description	List Price	Discount	NCPA Price	SKU
CAT5 PVC cable drop 295ft max. Price includes cable material and labor in addition to day rate for installation.	$225	5%	$214	WNS-CBL-PVC(DROP)
CAT5 Plenum cable drop 295ft max. Price includes cable material and labor in addition to day rate for installation.	$293	5%	$278	WNS-CBL-PLN(DROP)

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Security Assessment & Consulting

Description	List Price	Discount	NCPA Price	SKU
Basic remote security assessment bundle including: external vulnerability assess 10 IP addresses, internal vulnerability assess 50 IP addresses, phone or email social engineering test 20 users	$4,950	5%	$4,703	
Remote internal vulnerability assessment of 50 IP addresses	$2,950	5%	$2,803	
External web application vulnerability assess 3 IP addresses	$2,950	5%	$2,803	
External penetration test 5 IP address bundle	$4,495	5%	$4,270	
Internal penetration test 5 IP address bundle	$6,800	5%	$6,460	
Phone social engineering testing 30 users bundle	$3,495	5%	$3,320	
Phone social engineering testing 50 users bundle	$4,250	5%	$4,038	
Email social engineering testing 100 users bundle	$3,250	5%	$3,088	
Email social engineering testing 200 users bundle	$5,495	5%	$5,220	
External vulnerability assessment 20 IP addresses	$1,750	5%	$1,663	
External vulnerability assessment 50 IP addresses	$3,395	5%	$3,225	
External vulnerability assessment 100 IP addresses	$5,250	5%	$4,988	
Basic onsite security assessment including: external vulnerability assess, internal vulnerability assess, social engineering pretext testing, compliance review, physical security review, and sample security policies	$8,950	5%	$8,503	
Advanced onsite security assessment including: external vulnerability assess (100 IP addresses), internal vulnerability assess (250 IP addresses), phone social engineering testing, compliance review, physical security review (2 sites), and security policy review (30 policies)	$16,950	5%	$16,103	

Managed Services (Firewalls, IPD/IDS - 3Yr Term)

Description	List Price	Discount	NCPA Price	SKU
Managed Firewall/UTM with configuration support, 24x7 monitoring, alerting, change mgnt., event correlation, configuration changes ***(Up to 1Gb Throughput)***				
1 - 2 Devices - Annual Price Per Device	$12,750	5%	$12,113	
3 - 10 Devices - Annual Price Per Device	$11,950	5%	$11,353	
11 - 25 Devices - Annual Price Per Device	$11,250	5%	$10,688	
26 - 50 Devices - Annual Price Per Device	$10,750	5%	$10,213	
51 - 100 Devices - Annual Price Per Device	$10,250	5%	$9,738	
101+ Devices - Annual Price Per Device	$9,500	5%	$9,025	
Managed Firewall/UTM with configuration support, 24x7 monitoring, alerting, change mgnt., event correlation, configuration changes ***(Up to 10Gb Throughput)***				
1 - 2 Devices - Annual Price Per Device	$17,750	5%	$16,863	
3 - 10 Devices - Annual Price Per Device	$16,250	5%	$15,438	
11 - 25 Devices - Annual Price Per Device	$15,750	5%	$14,963	
26 - 50 Devices - Annual Price Per Device	$15,250	5%	$14,488	
51 - 100 Devices - Annual Price Per Device	$14,250	5%	$13,538	
101+ Devices - Annual Price Per Device	$13,950	5%	$13,253	
Managed Firewall/UTM with configuration support, 24x7 monitoring, alerting, change mgnt., event correlation, configuration changes ***(Greater than 10Gb Throughput)***				
1 - 2 Devices - Annual Price Per Device	$22,250	5%	$21,138	
3 - 10 Devices - Annual Price Per Device	$19,750	5%	$18,763	
11 - 25 Devices - Annual Price Per Device	$19,250	5%	$18,288	
26 - 50 Devices - Annual Price Per Device	$18,500	5%	$17,575	
51 - 100 Devices - Annual Price Per Device	$17,750	5%	$16,863	
101+ Devices - Annual Price Per Device	$16,995	5%	$16,145	

CALIFORNIA DEPARTMENT OF GENERAL SERVICES

Procurement Division
707 Third Street, 2nd Floor, MS #2-202
West Sacramento, CA 95605-2811

State of California

MULTIPLE AWARD SCHEDULE

NON-MANDATORY

ConvergeOne, Inc.

CMAS NUMBER:	**3-23-01-1032**
CMAS TERM DATES:	1/12/2023 through 12/31/2025
EFFECTIVE DATE:	1/12/2023
CMAS CATEGORY:	Information Technology Goods and Services
APPLICABLE CMAS TERMS & CONDITIONS:	January 20, 2022
MAXIMUM ORDER LIMIT:	State Agencies: **See Purchasing Authority Dollar Threshold provision** Local Government Agencies: **Unlimited**
FOR USE BY:	State & Local Government Agencies
BASE PEPPM #:	535122-190
BASE CONTRACT HOLDER:	Verkada
PROGRAM ANALYST	Bryan Dugger bryan.dugger@dgs.ca.gov

This California Multiple Award Schedule (CMAS) provides for the purchase, warranty, and installation of cloud-based video surveillance systems.

NOTICE: Products and/or services on this CMAS may be available on a Mandatory State Contract. If this is the case, the use of this CMAS is restricted unless the State agency has an approved exemption as explained in the State Contract User Instructions. Information regarding State Contracts can be obtained at the: State Contracts Index Listing. This requirement is not applicable to local government agencies.

Any reference to a specific manufacturer's or publisher's warranty or terms and conditions as shown in the base contract are not applicable to this CMAS.

Buyers must verify that the CMAS contractor has a letter of authorization from the manufacturer or an authorized distributor for the sale of the products covered by this CMAS. Service specific letters of authorization from the manufacturer are required if the CMAS contractor is providing installation services.

CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)
CONVERGEONE, INC.
CMAS NUMBER 3-23-01-1032

The services provided under this CMAS are only available in support of the products covered by this CMAS.

The most current Ordering Instructions and Special Provisions, CMAS Terms and Conditions, and products and/or services are included herein. All purchase orders issued by State agencies shall incorporate these Ordering Instructions and Special Provisions and CMAS Terms and Conditions.

Agency non-compliance with the requirements may result in the loss of CMAS program delegated purchasing authority.

CMAS contractor non-compliance with the requirements may result in termination.

CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)
CONVERGEONE, INC.
CMAS NUMBER 3-23-01-1032

CMAS PRODUCT & SERVICE CODES

Product & Service Codes listed below are for marketing purposes only. Review the base contract for the products and/or services available.

Brand-Verkada
Camera-Digital
Network-Component
Software-Network
Video-Surveillance Camera

AVAILABLE PRODUCTS AND/OR SERVICES

This CMAS provides for the purchase, warranty, and installation of cloud-based video surveillance systems.

The ordering agency must verify all products and/or services, and pricing are currently available on the PEPPM 535122-190 contract at the PEPPM website.

The agency is required to verify PEPPM pricing by following these instructions:

1) Go to the PEPPM website.
2) Create user identification and password.
3) From the contracts search, enter the PEPPM contract number “535122-190”.
4) Click on “Shop These Line Items”.
5) If the PEPPM 535122-190 contract does not appear in the contract results, please email Amber Lind at alind@csiu.org to request access to view the contract.

ISSUE PURCHASE ORDER TO

Agency purchase orders must be sent to the following:

ConvergeOne, Inc.
10900 Nesbit Avenue South
Bloomington, MN 55437
Attn: CMAS Public Sector

E-mail: spelloni@convergeone.com

Agencies with questions regarding products and/or services may contact the CMAS contractor as follows:

Contact: Shala Pelloni
Phone: (518) 309-6367
E-mail: spelloni@convergeone.com
Website: www.convergeone.com

TOP 500 DELINQUENT TAXPAYERS

In accordance with Public Contract Code (PCC) 10295.4, and prior to placing an order for IT goods and/or services, **agencies must verify** with the Franchise Tax Board and the California Department of Tax and Fee Administration that this CMAS contractor's name does not appear on either list of the 500 largest tax delinquencies pursuant to Revenue and Taxation Code 7063 or 19195. The Franchise Tax Board's list of Top 500 Delinquent Taxpayers is available at their website. The California Department of Tax and Fee Administration's list of Top 500 Sales & Use Tax Delinquencies in California is available at their website.

CALIFORNIA SELLER'S PERMIT

The CMAS contractor's California Seller's Permit Number is 103104125. Prior to placing an order with this company, agencies must verify that this permit is still valid at the California Department of Tax and Fee Administration website.

MINIMUM ORDER LIMITATION

There is no minimum dollar value limitation on orders placed under this CMAS.

CMAS PRICES

The maximum prices allowed for the products and/or services available are those set forth in the base contract.

The ordering agency is encouraged to seek prices lower than those in the base contract. When responding to an agency's Request for Offer (RFO), the CMAS contractor can offer lower prices to be competitive.

ACQUISITION OF IAAS AND/OR PAAS

If using this CMAS for the purpose of acquiring Infrastructure as a Service (IaaS) and/or Platform as a Service (PaaS), State agencies must first obtain approval to use this CMAS from the California Department of Technology (CDT) in accordance with TL 17-06. State agencies must document CDT's approval and maintain in the procurement file. Contact CDT for all questions related to the acquisition of IaaS and PaaS and TL 17-06.

EXECUTIVE ORDER N-6-22 – RUSSIA SANCTIONS

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Contractor advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State.

IRAN CERTIFICATION

This CMAS contractor has certified compliance with the Iran Contracting Act, per PCC 2001-2008. It is the agency's responsibility to verify that the contractor has an Iran Contracting Act Certification on file.

CALIFORNIA CIVIL RIGHTS LAW CERTIFICATION

Pursuant to PCC 2010 applicants must certify their compliance with the California Civil Rights laws and Employer Discriminatory Policies (Civil Code 51, GC 12960). It is the agency's responsibility to verify that the contractor has a California Civil Rights Law Certification on file.

WARRANTY

For warranties, see the base contract and the CMAS Warranty provision in the CMAS Terms and Conditions/General Provisions.

DELIVERY

As negotiated between agency and CMAS contractor and included in the purchase order.

LIQUIDATED DAMAGES FOR LATE DELIVERY

The value of the liquidated damages cannot be a penalty, must be mutually agreed upon by agency and contractor and included in the purchase order to be applicable.

SHIPPING INSTRUCTIONS

F.O.B. (Free On Board) Destination for orders greater than $500. Seller pays the freight charges.

F.O.B. (Free On Board) Origin for orders of $500 or less. Buying agency pays the freight charges.

State agencies shall follow the instructions below whenever the weight of the purchase is 100 lbs. or more and F.O.B. Destination, Freight Prepaid is not used. This requirement is not applicable to local government agencies.

All shipments will be made by ground transportation unless otherwise ordered on the purchase order.

Traffic Management Unit (TMU) approval is not required for any Leveraged Procurement Agreement negotiated by DGS; however, it is recommended that state agencies contact TMU for a freight weight comparison using the Freight Analysis Worksheet on the TMU website, under the "Forms" heading to ensure the state is getting the most reasonable shipping cost.

Note: If shipping charges for purchases weighing less than 100 lbs. appear to be excessive (e.g., $500 for a 5 lb. package where the shipping charge is a percentage of the cost of the item being purchased), departments are encouraged to contact TMU for help to obtain more appropriate pricing. TMU contact information can be found at the TMU website.

PURCHASING AUTHORITY DOLLAR THRESHOLD

Order limits for the purchase of goods and/or services is determined by the individual agency purchasing authority threshold.

No CMAS order may be executed by a State agency that exceeds that agency's purchasing authority threshold, unless an exemption is granted by the Department of General Services (DGS) Purchasing Authority Unit (PAU). State agencies with approved purchasing authority, along with their dollar thresholds can be obtained at the List of State Departments with Approved Purchasing Authority website.

HOW TO USE CMAS

State agencies must adhere to the requirements in the State Contracting Manual (SCM) Volume 2, Chapter 1600 and CMAS Ordering Instructions and Special Provisions when using CMAS.

- Develop an RFO, which includes a Scope of Work (SOW) and Bidder Declaration form. For information on the Bidder Declaration requirements see SCM, Volume 2, Sections 305 and 1202.
- Clearly defined Tasks (what needs to be done) and Deliverables (outcome of each task, i.e., reports, procedures manual, etc.) must be included in the State's SOW.
- For Consulting or Personal services, do not include any labor categories/job titles or number of hours limit in RFO Requirements or the SOW. The CMAS Contractor provides this information in their Attachment B Cost Worksheet. The State does not have the expertise to make this decision (GC 19130(b)).

- Search for potential CMAS contractors on the CMAS website and select "Find a CMAS Contractor."
- Request offers from a minimum of 3 CMAS contractors including one small business (SB) and/or Disabled Veteran Business Enterprise (DVBE), if available, who are authorized to sell the products and/or able to perform the services needed. (Government Code 14846(b)).
- A valid attempt must be made to secure offers from viable CMAS contractors who are able to supply the goods and/or provide the services. Neither a lack of sufficient CMAS contractors nor the use of restrictive requirements meets the intent for obtaining offers (SCM Volume 2, Section 1670.2).
- If requesting offers from a certified DVBE, include the Disabled Veteran Business Enterprise Declarations form (Standard 843) in the RFO. This declaration must be completed by the DVBE prime contractor and/or any DVBE subcontractors and submitted with the offer (SCM Volume 2, Section 1201).
- This is not a bid transaction, so the small business preference, DVBE incentives, protest language, intent to award, evaluation criteria, advertising, Administrative and Technical Requirements, etc. are not applicable. (SCM Volume 2, Section 1603).
- If less than 3 offers are received, State agencies must document their file with the reasons why the other suppliers did not respond with an offer. The reason must come from the CMAS contractor.
- Assess the offers received using best value criteria including cost as one of the criteria (SCM Volume 2, Section 1603).
- Issue a Purchase Order to the selected CMAS contractor.
- For CMAS transactions under $10,000, only one offer is required if the State agency can establish and document that the price is fair and reasonable. The fair and reasonable method can only be used for non-customizable purchases. See SCM Volume 2, Section 1510 for Fair and Reason criteria.

Local agencies must follow their own procurement regulations. For more information see the Local Agency packet available online.

AGENCY RESPONSIBILITY

Each agency is responsible for its own contracting program and purchasing decisions, including use of the CMAS program and associated outcomes. This responsibility includes, but is not limited to, ensuring the necessity of the services, securing appropriate funding, complying with laws and policies, preparing the purchase order in a manner that safeguards the State's best interests, obtaining required approvals, and documenting compliance with GC 19130.b(3) for outsourcing services.

It is the responsibility of each agency to consult with their legal staff and contracting offices for advice depending upon the scope or complexity of the purchase order. If legal services are not available within your agency, DGS Office of Legal Services is available to provide services.

CONFLICT OF INTEREST

Agencies must evaluate the proposed purchase order to determine if there are any potential conflict of interest issues. See the CMAS Terms and Conditions, Conflict of Interest, for more information.

SPLITTING ORDERS

Splitting orders to avoid any monetary limitations is prohibited. Do not circumvent normal procurement methods by splitting purchases into a series of delegated purchase orders per PCC 10329. Splitting a project into small projects to avoid either fiscal or procedural controls is prohibited per State Administrative Manual (SAM) 4819.34.

This provision does not apply to local government agencies.

ORDERING PROCEDURES

1. Purchase Orders

All Ordering Agency purchase order documents executed under this CMAS must contain the applicable CMAS number as show on page 1.

a. State Departments:

Standard 65 Purchase Documents – State departments not transacting in FISCal must use the Purchasing Authority Purchase Order (Standard 65) for purchase execution. An electronic version of the Standard 65 is available at the Department of General Services (DGS), Procurement Division (PD) website, select Standard (STD) Forms.

FISCAL Purchase Documents – State departments transacting in FISCal will follow the FISCal procurement and contracting procedures.

b. Local Government Agencies:

Local government agencies may use their own purchase order document for purchase execution.

The agency is required to complete and distribute the purchase order. For services, the agency shall modify the information contained on the order to include the service period (start and end date), the monthly cost (or other intermittent cost), and any other information pertinent to the services. The cost for each line item must be included in the order, not just system totals.

The contractor must immediately reject purchase orders that are not accurate. Discrepancies are to be negotiated and incorporated into the purchase order prior to product delivery and service implementation.

2. Service and Delivery after CMAS Expiration

The purchase order must be issued before the CMAS expires. However, delivery of the products or completion of the services may be after the CMAS expires (unless otherwise specifically stated in the purchase order). Amending the purchase order to add quantity, time, or money is not possible if the CMAS expired.

3. Multiple CMAS Agreements on a Single Purchase Order

State agencies wishing to include multiple CMAS agreements on a single FISCal purchase order must adhere to the following guidelines:

- All CMAS must be for the same CMAS contractor.
- The purchase order must go to one contractor location.
- Enter the word “CMAS” in the space reserved for the Leveraged Procurement Agreement (LPA) number. The word “CMAS” signifies that the purchase order contains items from multiple CMAS agreements. The purchasing agency may only use one bill code.
- For each individual CMAS, the agency must identify and group together the CMAS number with the line items and subtotal per CMAS number (do not include tax in the subtotal), and sequentially identify each individual CMAS as Sub #1, Sub #2, Sub #3, etc. This facilitates accurate billing of administrative fees by the Procurement Division.
- The total of all items on the purchase order must not exceed the State agency’s purchasing authority dollar threshold granted by DGS PAU.
- Do not combine items from IT and non-IT CMAS agreements. An Information Technology CMAS begins with the number “3” and a non-IT CMAS begins with the number “4.” The purchase order limits are different for these CMAS agreements.

4. Amendments to State Agency's Purchase Orders

Agency purchase orders cannot be amended if the CMAS has expired.

SCM, Volume 2, Section 1605 provides the following directions regarding amendments to all types of LPA purchase orders:

> Original orders, which include options for changes (e.g., quantity or time), that were assessed and considered in the selection for award during the RFO process, may be amended consistent with the terms of the original order, provided that the original order allowed for amendments. If the original order did not evaluate options, then amendments are not allowed unless an Non-Competitively Bid is approved for those amendments.

Amendments unique to Non-IT Services:

> If the original contract permitted amendments, but did not specify the changes, (e.g., quantity or time), it may be amended. Per PCC 10335 (d)(1), a contract may only be amended once under this exemption. The time shall not exceed one year, or add not more than 30 percent of the original order value and may not exceed $250,000. If the original contract did not have language permitting amendments, the Non-Competitively Bid process must be followed.

CMAS CONTRACTOR OWNERSHIP INFORMATION

The CMAS contractor is a large business enterprise.

SMALL BUSINESS MUST BE CONSIDERED

Prior to placing orders under the CMAS program, State agencies must first consider offers from small businesses that have established CMAS agreements (GC 14846(b)). NOTE: DGS auditors will request substantiation of compliance with this requirement when agency files are reviewed.

CMAS Small Business and Disabled Veteran Partners can be found on the CMAS website by selecting “Find a CMAS Contractor”.

In response to our commitment to increase participation by small businesses, the Department of General Services waives the administrative fee (charged to customer agencies to support the CMAS program) for orders to California certified small business enterprises.

SMALL BUSINESS/DVBE - TRACKING

State agencies are able to claim subcontracting dollars towards their SB or DVBE goals whenever the CMAS contractor subcontracts a commercially useful function to a certified SB or DVBE. The CMAS contractor will provide the ordering agency with the name of the SB or DVBE used and the dollar amount the ordering agency can apply towards its SB or DVBE goal.

SMALL BUSINESS/DVBE - SUBCONTRACTING

1. The amount an ordering agency can claim towards achieving its SB or DVBE goals is the dollar amount of the subcontract award made by the CMAS contractor to each SB or DVBE.

2. The CMAS contractor will provide an ordering agency with the following information at the time the order is quoted:

    a. The CMAS contractor will state that, as the prime contractor, it shall be responsible for the overall execution of the fulfillment of the order.

    b. The CMAS contractor will indicate to the ordering agency how the order meets the SB or DVBE goal, as follows:

        i. List the name of each company that is certified by the Office of Small Business and DVBE Services that it intends to subcontract a commercially useful function to; and

        ii. Include the SB or DVBE certification number of each company listed and attach a copy of each certification; and

        iii. Indicate the dollar amount of each subcontract with a SB or DVBE that may be claimed by the ordering agency towards the SB or DVBE goal; and

        iv. Indicate what commercially useful function the SB or DVBE subcontractor will be providing towards fulfillment of the order.

3. The ordering agency's purchase order must be addressed to the prime contractor, and the purchase order must reference the information provided by the prime contractor as outlined above.

CONTRACTORS ACTING AS FISCAL AGENTS ARE PROHIBITED

When a subcontractor ultimately provides all of the products or performs all of the services that a CMAS contractor has agreed to provide, and the prime contractor only handles the invoicing of expenditures, then the prime contractor's role becomes that of a fiscal agent because it is merely administrative in nature and does not provide a Commercially Useful Function. It is unacceptable to use fiscal agents in this manner because the agency is paying unnecessary administrative costs.

WITHHOLD LANGUAGE (SB588)

Upon delivery or completion of ordered goods or services for which the Contractor committed to DVBE subcontractor participation, state departments must require the Contractor to certify all the following:

1. The amount and percentage of work the Contractor committed to provide to one or more DVBEs under the requirements of the contract and the amount each DVBE received from the Contractor.
2. That all payments under the contract have been made to the DVBE. Upon request, the Contractor must provide proof of payment for the work.

In accordance with the Military and Veterans Code 999.7, state departments shall withhold $10,000 from the final payment, or the full final payment if less than $10,000, if the Contractor fails to meet the certification requirements identified above. State departments shall notify the Contractor of their failure to meet the certification requirements and give the Contractor an opportunity to comply with the certification requirements. If after 30 calendar days from the date of notice, the Contractor refuses to comply with the certification requirements, the state department shall permanently deduct $10,000 from the final payment or the full payment if less than $10,000.

PRODUCT SUBSTITUTIONS

Substitution of Deliverables may not be tendered without advance written consent of the Buyer. The Contractor must offer an equivalent or newer model of the product from the same manufacturer at the same or lower price. Contractor cannot use any specification in lieu of those contained in the Contract without written consent from the Buyer.

NEW EQUIPMENT REQUIRED

The State will procure new equipment. All equipment must be new (or warranted as newly manufactured) and the latest model in current production. Used, shopworn, demonstrator, prototype, or discontinued models are not acceptable.

Where Federal Energy Management Program (FEMP) standards are available, all State agencies shall purchase only those products that meet the recommended standards. All products displaying the Energy Star label meet the FEMP standards.

SPECIAL MANUFACTURED GOODS

Any CMAS for goods to be manufactured by the CMAS contractor specifically for the State and not suitable for sale to others may require progress payments.

TRADE-IN EQUIPMENT

Trade-ins at open market price may be considered. The product description and trade-in allowance must be identified on the purchase order.

Agencies are required to adhere to SAM 3520 through 3520.6, Disposal of Personal Property and Surplus Personal Property, as applicable, when trade-ins are considered. A Property Survey Report, Standard 152, must be submitted for approval prior to disposition of any State owned personal property, including general office furniture regardless of the acquisition value, or if the property was recorded or capitalized for accounting purposes.

STATE AGENCY BUY RECYCLED CAMPAIGN

State ordering agencies are required to report purchases made within the eleven product categories in the California Department of Resources Recycling and Recovery's State Agency Buy Recycled Campaign per PCC 12200 through 12217.

Contractor will be required to complete and return a Recycled-Content Certification form upon request by the state ordering agency.

ACCEPTANCE TESTING CRITERIA

If the agency wants to include acceptance testing for all newly installed technology systems, individual equipment, and machines which are added or field modified (modification of a machine from one model to another) after a successful performance period, the test criteria must be included in the purchase order to be applicable.

ELECTRONIC WASTE RECYCLING

State agencies are required to recycle state owned surplus electronic equipment that has no useful life remaining (E-Waste) to the maximum extent possible. State agencies shall dispose of E-Waste using the services of the California Prison Industry Authority (CALPIA), unless the agency meets the pickup quantity and location exemption criteria detailed in SAM 3520.10. Electronic equipment that is usable and still retains value is not considered E-Waste and must be reutilized through DGS, Office of Fleet and Asset Management (OFAM) Surplus Personal Property Warehouse.

State agencies shall determine which equipment meets the definition of E-Waste or reusable Electronic Equipment per the definitions provided in the SAM Management Memo (MM) 17-06. OFAM will validate that equipment meets the appropriate definition when reviewing the submitted Property Survey Report (Standard 152).

The electronic waste recycling fee must be shown as a line item on the agency purchase order before the CMAS contractor can include it on their invoice.

See SAM 3520.10 for more information on this policy.

Information for submitting a Standard 152 can be found on the DGS OFAM surplus property website.

Information on the E-Waste - CALPIA Store and the E-Waste Exemption Request Form EWR-F400 can be found at the CALPIA website.

PRODUCTIVE USE REQUIREMENTS

The customer in-use requirement applies to all procurements of information technology equipment and software, per Statewide Information Management Manual Section 195.

Each equipment or software component must be in current operation for a paying customer and the paying customer must be external to the contractor’s organization (not owned by the contractor and not owning the contractor).

To substantiate compliance with the Productive Use Requirements, the CMAS contractor must provide upon request the name and address of a customer installation and the name and telephone number of a contact person.

The elapsed time such equipment or software must have been in operation is based upon the importance of the equipment or software for system operation and its cost. The following designates product categories and the required period of time for equipment or software operation prior to approval of the replacement item on CMAS.

Category 1 - Critical Software: Critical software is software that is required to control the overall operation of a computer system or peripheral equipment. Included in this category are operating systems, data base management systems, language interpreters, assemblers and compilers, communications software, and other essential system software.

Cost	Installation	Final Bid Submission
More than $100,000	8 months	6 months
$10,000 up to $100,000	4 months	3 months
Less than $10,000	1 month	1 month

Category 2 - All Information Technology Equipment and Non-Critical Software: Information technology equipment is defined in SAM 4819.2.

Cost	Installation	Final Bid Submission
More than $100,000	6 months	4 months
$10,000 up to $100,000	4 months	3 months
Less than $10,000	1 month	1 month

PRODUCT INSTALLATION

The CMAS contractor is fully responsible for all installation services performed under the CMAS. Product installations must be performed by manufacturer authorized personnel and meet manufacturer documented specifications.

The prime contractor, as well as any subcontractors, must hold any certifications and/or licenses required for the project.

PUBLIC WORKS (INSTALLATION SERVICES ONLY)

A public works contract is defined as an agreement for “the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind” in accordance with PCC 1101. State agencies planning these types of projects need to review SCM, Volume 1, Chapters 10 and 11 for applicable guidelines and regulations. Visit the DGS, Real Estate Services Division (RESD) website if you have questions about public works transactions.

Agency CMAS purchase orders may allow for public works installation only when it is in support of the products covered by this CMAS.

Agencies are to ensure that the applicable laws and codes pertaining to the contractor and subcontractor licensing, prevailing wage rates, bonding, labor code requirements, etc. are adhered to by the prime contractor as well as any subcontractor during performance under the CMAS purchase order.

The bond amount for public works is not less than 100% of the purchase order price.

NOTE: In accordance with Labor Code (LC) 1773.2, the ordering agency is responsible for determining the appropriate craft, classification or type of worker needed for any contract for public works. Also, the agency is to specify the applicable prevailing wage rates as determined by the Director of the Department of Industrial Relations (DIR). In lieu of specifying the prevailing wage rates, the agency may include a statement on the order that the prevailing wage rates are on file at the agency's office and will be made available upon request. The prevailing wage rates are available from DIR at www.dir.ca.gov (select Statistics & Research).

Bonds: For guidelines, see CMAS, General Terms and Conditions, Public Works Requirements.

State Contractor's License: Public works services can be obtained through CMAS only if incidental to the overall purchase order. If incidental public works services are included in the purchase order, prior to issuing the order agencies should visit the State Contractor's License Board website to verify that the Contractor's License shown below is still active and in good standing.

The CMAS contractor's California Contractor's License number is 861504. This is a Class C-7 Low Voltage Systems and C-10 Electrical license that is valid through 7/31/2023.

Cable and Wire: Cable and wire products that are purchased under this CMAS must be for information technology projects only (computers, telecommunications, and security systems) and cannot be used for general purpose installations.

Purchase orders for cable and wire installation services only are prohibited.

Cable and wire installations under this CMAS must be installed and tested to EIA/TIA Standards.

Agency questions regarding the purchase and/or installation of cable and wire for computers and/or telecommunications may be directed to the California Department of Technology, Statewide Telecommunications and Network Division.

NOT SPECIFICALLY PRICED ITEMS

The only time that open market/incidental, non-contract items may be included in a CMAS order is when they fall under the parameters of the Not Specifically Priced (NSP) Items provision.

CMAS contractors must be authorized providers of the hardware, software and/or services they offer under the NSP Items provision.

Agency and CMAS contractor use of the NSP provision is subject to the following requirements:

1. Purchase orders containing only NSP items are prohibited.

2. A purchase order containing NSP items may be issued only if it results in the lowest overall alternative to the State.

3. NSP items shall be clearly identified in the order. Any product or service already specifically priced and included in the base contract may not be identified as an NSP item.

4. NSP Installation Services: The CMAS contractor is fully responsible for all installation services performed under the CMAS. Product installations must be performed by manufacturer authorized personnel and meet manufacturer documented specifications. The prime contractor, as well as any subcontractors, must hold any certifications and/or licenses required for the project. The total dollar value of all installation services included in the purchase order cannot exceed the dollar value of the products included in the purchase order, nor can they exceed the NSP Maximum Order Limitation.

5. Maximum Order Limitation: For orders $250,000, or less, the total dollar value of all NSP items included in a purchase order shall not exceed $5,000. For orders exceeding $250,000, and at the option of the contractor, the total dollar value of all NSP items in a purchase order shall not exceed 5% of the total cost of the order or $25,000 whichever is lower.

6. An NSP item included in an order issued against this CMAS is subject to all of the terms and conditions set forth in the CMAS.

7. Trade-ins, upgrades, involving the swapping of boards, are permissible, where the contract makes specific provisions for this action. In those instances, where it is permitted, the purchase order must include the replacement item and a notation that the purchase involves the swapping of a board.

The following NSP items **are specifically excluded** from any order issued under this CMAS:

1. Items not intended for use in direct support of the priced items included in the same order. An NSP item must be subordinate to the specifically priced item that it is supporting. For example, a cable, which is not otherwise specifically priced in the base contract, is subordinate to a specifically priced printer and is eligible to be an NSP item subject to that cable meeting the remaining NSP requirements. However, a printer that is not otherwise specifically priced in the base contract, is not subordinate to a specifically priced cable and is not eligible to be an NSP item.

2. Supply type items, except for the minimum amount necessary to provide initial support to the priced items included in the same order.

3. Items that do not meet the Productive Use Requirements for information technology products, per Statewide Information Management Manual Section 195.

4. Any other item or class of items specifically excluded from the scope of this CMAS.

5. Public Works and other services NOT in support of the products covered by this CMAS.

6. Products or services the CMAS contractor is NOT factory authorized or otherwise certified or trained to provide.

7. Follow-on consultant services that were previously recommended or suggested by the same CMAS contractor.

The CMAS contractor is required to reject purchase orders containing NSP items that do not comply with the above requirements. The CMAS contractor will promptly notify the agency issuing the noncompliant order of its rejection and the reasons for its rejection.

STATE AND LOCAL GOVERNMENTS CAN USE CMAS

State and local government agency use of CMAS is optional. A local government is any city, county, city and county, district, or other local governmental body or corporation, including Universities of California, California State Universities, K-12 schools, and community colleges empowered to expend public funds. While the State makes this CMAS available, each local government agency should make its own determination whether the CMAS program is consistent with its procurement policies and regulations.

PCC 10298 allows any city, county, city and county, district, or other local governmental body or corporation empowered to expend public funds to contract with suppliers awarded CMAS without further competitive bidding. See complete PCC 10298 language at the California Legislative Information website.

PCC 10299 allows any school district empowered to expend public funds to utilize CMAS without further competitive bidding. See complete PCC 10299 language at the California Legislative Information website.

SELF-DELETING BASE CONTRACT TERMS AND CONDITIONS

Instructions or terms and conditions that appear in the Special Items or other provisions of the base contract and apply to the purchase, license, or rental (as applicable) of products or services by the US Government in the United States and/or to any overseas location shall be self-deleting. (Example: "Examinations of Records" provision).

Federal regulations and standards, such as Federal Acquisition Regulation, Federal Information Resources Management Regulation, Federal Information Processing Standards, General Services Administration Regulation, or Federal Installment Payment Agreement shall be self-deleting. Federal blanket orders and small order procedures are not applicable.

ORDER OF PRECEDENCE

The CMAS Terms and Conditions take precedence if there is a conflict between the terms and conditions of the contractor's base contract, packaging, invoices, catalogs, brochures, technical data sheets, or other documents (see CMAS Terms and Conditions, CONFLICT OF TERMS).

APPLICABLE CODES, POLICIES AND GUIDELINES

All California codes, policies, and guidelines are applicable. The use of CMAS does not relieve state agencies of their responsibility to meet statewide requirements regarding contracting or the procurement of goods or services. Most procurement and contract codes, policies, and guidelines are incorporated into CMAS agreements; however, there is no guarantee that every requirement that pertains to all State processes has been included.

PAYMENTS AND INVOICES

1. Payment Terms

Payment terms for this CMAS are net 45 days.

Payment will be made in accordance with the provisions of the California Prompt Payment Act, GC 927. Unless expressly exempted by statute, the Act requires State agencies to pay properly submitted, undisputed invoices not more than 45 days after (1) the date of acceptance of goods or performance of services; or (2) receipt of an undisputed invoice, whichever is later.

2. Payee Data Record (Standard 204)

State Agencies must obtain a copy of the Payee Data Record (Standard 204) in order to process payments. State Ordering Agencies must forward a copy of the Standard 204 to their accounting offices. Without the Standard 204, payment may be unnecessarily delayed. State Agencies should contact the CMAS contractor for copies of the Payee Data Record.

3. DGS Administrative and Incentive Fees

Orders from State Agencies:

DGS will bill each State agency directly an administrative fee for use of CMAS. The administrative fee should NOT be included in the order total or remitted before an invoice is received from DGS. This administrative fee is waived for CMAS purchase orders issued to California certified small businesses.

Orders from Local Government Agencies:

CMAS contractors, who are not California certified small businesses, are required to remit to DGS an incentive fee equal to a percentage of the total of all local government agency orders (excluding sales tax and shipping) placed against their CMAS.

The incentive fee is waived for CMAS purchase orders issued to California certified small businesses.

For more information on the incentive fees see the CMAS Management Guide.

4. Contractor Invoices

Unless otherwise stipulated, the CMAS contractor must send their invoices to the agency address set forth in the purchase order. Invoices shall be submitted in triplicate and shall include the following:

- CMAS number
- Agency purchase order number
- Agency Bill Code (State Only)
- Line item number
- Unit price
- Extended line item price
- Invoice total

State sales tax and/or use tax shall be itemized separately and added to each invoice as applicable.

The company name on the CMAS, purchase order and invoice must match, or the State Controller's Office will not approve payment.

5. Advance Payments

Advance payment is allowed for services only under limited, narrowly defined circumstances, i.e., between specific departments and certain types of non-profit organizations, or when paying another government agency (GC 11256 through 11263 and 11019).

It is NOT acceptable to pay in advance, except software maintenance and license fees, which are considered a subscription and may be paid in advance if a provision addressing payment in advance is included in the purchase order.

Software warranty upgrades and extensions may also be paid for in advance, one time.

6. Credit Card

The CMAS contractor accepts the State of California credit card (VISA CAL-Card).

A purchase order is required even when the ordering department chooses to pay the CMAS contractor via the CAL-Card.

7. Leasing/Financing

California State Agencies should use the Golden State Financial Marketplace (GS SMart) program for all financing and leasing needs. California Local Government Agencies (counties, cities, K-12 school districts, community colleges, California State Universities, Universities of California, etc.) may utilize the GS SMart program for financing and leasing according to PCC 14937. The minimum dollar amount for Local Government Agency financing and leasing is $100,000.

8. Lease/Purchase Analysis

California State agencies must complete a Lease/Purchase Analysis (LPA) to determine best value when contemplating a lease/rental and retain a copy for future audit purposes (SAM 3710).

For short-term rental equipment, the lease/purchase analysis must be approved by DGS Office of Legal Services.

The lease/purchase analysis for all other purchases must be approved by the Department of General Services, GS SMart State Financial Marketplace. Buyers may contact the GS SMart Unit via e-mail at SFM@dgs.ca.gov for further information.

9. Leasing

The State reserves the right to select the form of payment for all procurements, whether it is an outright purchase with payment rendered directly by the State, or a financing/lease-purchase or operating lease via the State Financial Marketplace (GS SMart and/or Lease SMart). If payment is via the financial marketplace, the CMAS contractor will invoice the State and the State will approve the invoice. The selected Lender/Lessor for all product listed on the State's procurement document will pay the supplier on behalf of the State. Buyers may contact the GS SMart Unit via e-mail at SFM@dgs.ca.gov for further information.

OBTAINING COPY OF CMAS

A copy of this CMAS can be obtained at Cal eProcure. Links to the CMAS terms and conditions and base contract are available on the front page of this CMAS agreement.

It is important for the agency to confirm that the required products, services, and prices are included in the CMAS and are at or below base contract rates. To streamline verification that the needed items are in the base contract, the agencies should ask the CMAS contractor to identify the specific location in the base contract that include the required products, services, and prices. Once verified, agencies should save the information for their file documentation.

FEDERAL DEBARMENT

When federal funds are expended, the agency is required to obtain (retain in file) a signed "Federal Debarment" certification from the CMAS contractor before the purchase order is issued. This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants; responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

CONTRACTOR TRAVEL

The Travel provision is not applicable to this CMAS.

AMERICANS WITH DISABILITY ACT

To view the DGS Accessibility Policy, please visit the DGS website.

Tab 1 – Master Agreement
General Terms and Conditions

- Customer Support
  - The vendor shall provide timely and accurate technical advice and sales support. The vendor shall respond to such requests within one (1) working day after receipt of the request.

- Disclosures
  - Respondent affirms that he/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this contract.
  - The respondent affirms that, to the best of his/her knowledge, the offer has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other vendors in the award of this contract.

- Renewal of Contract
  - Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew for up to two (2) additional one-year terms or any combination of time equally not more than 2 years if agreed to by Region 14 ESC and the vendor.

- Funding Out Clause
  - Any/all contracts exceeding one (1) year shall include a standard "funding out" clause. A contract for the acquisition, including lease, of real or personal property is a commitment of the entity's current revenue only, provided the contract contains either or both of the following provisions:
  - Retains to the entity the continuing right to terminate the contract at the expiration of each budget period during the term of the contract and is conditioned on a best efforts attempt by the entity to obtain appropriate funds for payment of the contract.

- Shipments (if applicable)
  - The awarded vendor shall ship ordered products within seven (7) working days for goods available and within four (4) to six (6) weeks for specialty items after the receipt of the order unless modified. If a product cannot be shipped within that time, the awarded vendor shall notify the entity placing the order as to why the product has not shipped and shall provide an estimated shipping date. At this point the participating entity may cancel the order if estimated shipping time is not acceptable.
- Tax Exempt Status
  - Since this is a national contract, knowing the tax laws in each state is the sole responsibility of the vendor.

- Payments
  - The entity using the contract will make payments directly to the awarded vendor or their affiliates (distributors/business partners/resellers) as long as written request and approval by NCPA is provided to the awarded vendor.

- Adding authorized distributors/dealers
  - Awarded vendors may submit a list of distributors/partners/resellers to sell under their contract throughout the life of the contract. Vendor must receive written approval from NCPA before such distributors/partners/resellers considered authorized.
  - Purchase orders and payment can only be made to awarded vendor or distributors/business partners/resellers previously approved by NCPA.
  - Pricing provided to members by added distributors or dealers must also be less than or equal to the pricing offered by the awarded contract holder.
  - All distributors/partners/resellers are required to abide by the Terms and Conditions of the vendor's agreement with NCPA.

- Pricing
  - <u>All pricing submitted shall include the administrative fee to be remitted to NCPA by the awarded vendor.</u> It is the awarded vendor's responsibility to keep all pricing up to date and on file with NCPA.
  - All deliveries shall be freight prepaid, F.O.B. destination and shall be included in all pricing offered unless otherwise clearly stated in writing

- Warranty
  - Proposals should address each of the following:
    - Applicable warranty and/or guarantees of equipment and installations including any conditions and response time for repair and/or replacement of any components during the warranty period.
    - Availability of replacement parts
    - Life expectancy of equipment under normal use
    - Detailed information as to proposed return policy on all equipment
- Indemnity
  - The awarded vendor shall protect, indemnify, and hold harmless Region 14 ESC and its participants, administrators, employees and agents against all claims, damages, losses and expenses arising out of or resulting from the actions of the vendor, vendor employees or vendor subcontractors in the preparation of the solicitation and the later execution of the contract.

- Franchise Tax
  - The respondent hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes.

- Supplemental Agreements
  - The entity participating in this contract and awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the participating entity and awarded vendor.

- Certificates of Insurance

  - Certificates of insurance shall be delivered to the Public Agency prior to commencement of work. The insurance company shall be licensed in the applicable state in which work is being conducted. The awarded vendor shall give the participating entity a minimum of ten (10) days notice prior to any modifications or cancellation of policies. The awarded vendor shall require all subcontractors performing any work to maintain coverage as specified.

- Legal Obligations
  - It is the Respondent's responsibility to be aware of and comply with all local, state, and federal laws governing the sale of products/services identified in this RFP and any awarded contract and shall comply with all while fulfilling the RFP. Applicable laws and regulation must be followed even if not specifically identified herein.
- Protest

  - A protest of an award or proposed award must be filed in writing within ten (10) days from the date of the official award notification and must be received by 5:00 pm CST. Protests shall be filed with Region 14 ESC and shall include the following:

    - Name, address and telephone number of protester
    - Original signature of protester or its representative
    - Identification of the solicitation by RFP number
    - Detailed statement of legal and factual grounds including copies of relevant documents and the form of relief requested
  - Any protest review and action shall be considered final with no further formalities being considered.

- Force Majeure

  - If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.
  - The term Force Majeure as employed herein, shall mean acts of God, strikes, lockouts, or other industrial disturbances, act of public enemy, orders of any kind of government of the

United States or any civil or military authority; insurrections; riots; epidemics; landslides; lighting; earthquake; fires; hurricanes; storms; floods; washouts; droughts; arrests; restraint of government and people; civil disturbances; explosions, breakage or accidents to machinery, pipelines or canals, or other causes not reasonably within the control of the party claiming such inability. It is understood and agreed that the settlement of strikes and lockouts shall be entirely within the discretion of the party having the difficulty, and that the above requirement that any Force Majeure shall be remedied with all reasonable dispatch shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable in the judgment of the party having the difficulty

- Prevailing Wage
  - It shall be the responsibility of the Vendor to comply, when applicable, with the prevailing wage legislation in effect in the jurisdiction of the purchaser. It shall further be the responsibility of the Vendor to monitor the prevailing wage rates as established by the appropriate department of labor for any increase in rates during the term of this contract and adjust wage rates accordingly.

- Miscellaneous
  - Either party may cancel this contract in whole or in part by providing written notice. The cancellation will take effect 30 business days after the other party receives the notice of cancellation. After the 30th business day all work will cease following completion of final purchase order.

- Open Records Policy
  - Because Region 14 ESC is a governmental entity responses submitted are subject to release as public information after contracts are executed. If a vendor believes that its response, or parts of its response, may be exempted from disclosure, the vendor must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, the respondent must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s).
  - The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 14 ESC must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the respondent are not acceptable. Region 14 ESC must comply with the opinions of the OAG. Region14 ESC assumes no responsibility for asserting legal arguments on behalf of any vendor. Respondent are advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information.

Process

Region 14 ESC will evaluate proposals in accordance with, and subject to, the relevant statutes, ordinances, rules, and regulations that govern its procurement practices. NCPA will assist Region 14 ESC in evaluating proposals. Award(s) will be made to the prospective vendor whose response is determined to be the most advantageous to Region 14 ESC, NCPA, and its participating agencies. To qualify for evaluation, response must have been submitted on time, and satisfy all mandatory requirements identified in this document.

- Contract Administration
  - The contract will be administered by Region 14 ESC. The National Program will be administered by NCPA on behalf of Region 14 ESC.
- Contract Term
  - The contract term will be for three (3) year starting from the date of the award. The contract may be renewed for up to two (2) additional one-year terms or any combination of time equally not more than 2 years.
  - It should be noted that maintenance/service agreements may be issued for up to (5) years under this contract even if the contract only lasts for the initial term of the contract. NCPA will monitor any maintenance agreements for the term of the agreement provided they are signed prior to the termination or expiration of this contract.
- Contract Waiver
  - Any waiver of any provision of this contract shall be in writing and shall be signed by the duly authorized agent of Region 14 ESC. The waiver by either party of any term or condition of this contract shall not be deemed to constitute waiver thereof nor a waiver of any further or additional right that such party may hold under this contract.
- Products and Services additions
  - Products and Services may be added to the resulting contract during the term of the contract by written amendment, to the extent that those products and services are within the scope of this RFP.
- Competitive Range
  - It may be necessary for Region 14 ESC to establish a competitive range. Responses not in the competitive range are unacceptable and do not receive further award consideration.
- Deviations and Exceptions
  - Deviations or exceptions stipulated in response may result in disqualification. It is the intent of Region 14 ESC to award a vendor's complete line of products and/or services, when possible.
- Estimated Quantities
  - The estimated dollar volume of Products and Services purchased under the proposed Master Agreement is $50 million dollars annually. This estimate is based on the anticipated volume of Region 14 ESC and current sales within the NCPA program. There is no guarantee or commitment of any kind regarding usage of any contracts resulting from this solicitation

- Evaluation
  - Region 14 ESC will review and evaluate all responses in accordance with, and subject to, the relevant statutes, ordinances, rules and regulations that govern its procurement practices. NCPA will assist the lead agency in evaluating proposals. Recommendations for contract awards will be based on multiple factors, each factor being assigned a point value based on its importance.
- Formation of Contract
  - A response to this solicitation is an offer to contract with Region 14 ESC based upon the terms, conditions, scope of work, and specifications contained in this request. A solicitation does not become a contract until it is accepted by Region 14 ESC. The prospective vendor must submit a signed Signature Form with the response thus, eliminating the need for a formal signing process.
- NCPA Administrative Agreement
  - The vendor will be required to enter and execute the National Cooperative Purchasing Alliance Administration Agreement with NCPA upon award with Region 14 ESC. The agreement establishes the requirements of the vendor with respect to a nationwide contract effort.
- Clarifications / Discussions
  - Region 14 ESC may request additional information or clarification from any of the respondents after review of the proposals received for the sole purpose of elimination minor irregularities, informalities, or apparent clerical mistakes in the proposal. Clarification does not give respondent an opportunity to revise or modify its proposal, except to the extent that correction of apparent clerical mistakes results in a revision. After the initial receipt of proposals, Region 14 ESC reserves the right to conduct discussions with those respondent's whose proposals are determined to be reasonably susceptible of being selected for award. Discussions occur when oral or written communications between Region 14 ESC and respondents are conducted for the purpose clarifications involving information essential for determining the acceptability of a proposal or that provides respondent an opportunity to revise or modify its proposal. Region 14 ESC will not assist respondent bring its proposal up to the level of other proposals through discussions. Region 14 ESC will not indicate to respondent a cost or price that it must meet to neither obtain further consideration nor will it provide any information about other respondents' proposals or prices.
- Multiple Awards
  - Multiple Contracts may be awarded as a result of the solicitation. Multiple Awards will ensure that any ensuing contracts fulfill current and future requirements of the diverse and large number of participating public agencies.
- Past Performance
  - Past performance is relevant information regarding a vendor's actions under previously awarded contracts; including the administrative aspects of performance; the vendor's history of reasonable and cooperative behavior and commitment to customer satisfaction; and generally, the vendor's businesslike concern for the interests of the customer.

Evaluation Criteria

- Pricing (40 points)
  - Electronic Price Lists
    - Products, Services, Warranties, etc. price list
    - Prices listed will be used to establish both the extent of a vendor's product lines, services, warranties, etc. available from a particular bidder and the pricing per item.

- Ability to Provide and Perform the Required Services for the Contract (25 points)
  - Product Delivery within participating entities specified parameters
  - Number of line items delivered complete within the normal delivery time as a percentage of line items ordered.
  - Vendor's ability to perform towards above requirements and desired specifications.
  - Past Cooperative Program Performance
  - Quantity of line items available that are commonly purchased by the entity.
  - Quality of line items available compared to normal participating entity standards.

- References (15 points)
  - A minimum of ten (10) customer references for product and/or services of similar scope dating within past 3 years

- Technology for Supporting the Program (10 points)
  - Electronic on-line catalog, order entry use by and suitability for the entity's needs
  - Quality of vendor's on-line resources for NCPA members.
  - Specifications and features offered by respondent's products and/or services

- Value Added Services Description, Products and/or Services (10 points)
  - Marketing and Training
  - Minority and Women Business Enterprise (MWBE) and (HUB) Participation
  - Customer Service

Signature Form

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this bid in collusion with any other Respondent and that the contents of this proposal as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: **120 days**

Company name	SYNNEX Corporation
Address	39 Pelham Ridge Drive
City/State/Zip	Greenville, SC 29615
Telephone No.	864-349-4801
Fax No.	510-360-6613
Email address	danielbr@synnex.com
Printed name	Daniel T. Brennan
Position with company	Vice President & Senior Counsel
Authorized signature	Daniel T Brennan

Tab 2 – NCPA Administration Agreement

This Administration Agreement is made as of August 1, 2019, by and between National Cooperative Purchasing Alliance ("NCPA") and SYNNEX Corporation ("Vendor").

Recitals

WHEREAS, Region 14 ESC has entered into a certain Master Agreement dated August 1, 2019, referenced as Contract Number 01-97, by and between Region 14 ESC and Vendor, as may be amended from time to time in accordance with the terms thereof (the "Master Agreement"), for the purchase of Advanced Technology Solutions Aggregator;

WHEREAS, said Master Agreement provides that any state, city, special district, local government, school district, private K-12 school, technical or vocational school, higher education institution, other government agency or nonprofit organization (hereinafter referred to as "public agency" or collectively, "public agencies") may purchase products and services at the prices indicated in the Master Agreement;

WHEREAS, NCPA has the administrative and legal capacity to administer purchases under the Master Agreement to public agencies;

WHEREAS, NCPA serves as the administrative agent for Region 14 ESC in connection with other master agreements offered by NCPA

WHEREAS, Region 14 ESC desires NCPA to proceed with administration of the Master Agreement;

WHEREAS, NCPA and Vendor desire to enter into this Agreement to make available the Master Agreement to public agencies on a national basis;

NOW, THEREFORE, in consideration of the payments to be made hereunder and the mutual covenants contained in this Agreement, NCPA and Vendor hereby agree as follows:

- General Terms and Conditions
  - The Master Agreement, attached hereto as Tab 1 and incorporated herein by reference as though fully set forth herein, and the terms and conditions contained therein shall apply to this Agreement except as expressly changed or modified by this Agreement.
  - NCPA shall be afforded all of the rights, privileges and indemnifications afforded to Region 14 ESC under the Master Agreement, and such rights, privileges and indemnifications shall accrue and apply with equal effect to NCPA under this Agreement including, but not limited to, the Vendor's obligation to provide appropriate insurance and certain indemnifications to Region 14 ESC.
  - Vendor shall perform all duties, responsibilities and obligations required under the Master Agreement in the time and manner specified by the Master Agreement.
  - NCPA shall perform all of its duties, responsibilities, and obligations as administrator of purchases under the Master Agreement as set forth herein, and Vendor acknowledges that NCPA shall act in the capacity of administrator of purchases under the Master Agreement.
  - With respect to any purchases made by Region 14 ESC or any Public Agency pursuant to the Master Agreement, NCPA (a) shall not be construed as a dealer, re-marketer, representative, partner, or agent of any type of Vendor, Region 14 ESC, or such Public Agency, (b) shall not be obligated, liable or responsible (i) for any orders made by Region

14 ESC, any Public Agency or any employee of Region 14 ESC or Public Agency under the Master Agreement, or (ii) for any payments required to be made with respect to such order, and (c) shall not be obligated, liable or responsible for any failure by the Public Agency to (i) comply with procedures or requirements of applicable law, or (ii) obtain the due authorization and approval necessary to purchase under the Master Agreement. NCPA makes no representations or guaranties with respect to any minimum purchases required to be made by Region 14 ESC, any Public Agency, or any employee of Region 14 ESC or Public Agency under this Agreement or the Master Agreement.

- The Public Agency participating in the NCPA contract and Vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the Public Agency and Vendor. NCPA, its agents, members and employees shall not be made party to any claim for breach of such agreement.

- Term of Agreement
  - This Agreement shall be in effect so long as the Master Agreement remains in effect, provided, however, that the obligation to pay all amounts owed by Vendor to NCPA through the termination of this Agreement and all indemnifications afforded by Vendor to NCPA shall survive the term of this Agreement.

- Fees and Reporting
  - The awarded vendor shall electronically provide NCPA with a detailed monthly or quarterly report showing the dollar volume of all sales under the contract for the previous month or quarter. Reports shall be sent via e-mail to NCPA offices at reporting@ncpa.us. Reports are due on the fifteenth (15th) day after the close of the previous month or quarter. It is the responsibility of the awarded vendor to collect and compile all sales under the contract from participating members and submit one (1) report. The report shall include at least the following information as listed in the example below:

Entity Name	Zip Code	State	PO or Job #	Sale Amount

Total _____

  - Each quarter NCPA will invoice the vendor based on the total of sale amount(s) reported. From the invoice the vendor shall pay to NCPA an administrative fee based upon the tiered fee schedule below. Vendor's annual sales shall be measured on a calendar year basis. Deadline for term of payment will be included in the invoice NCPA provides.

Annual Sales Through Contract	Administrative Fee
0 - $30,000,000	2%
$30,000,001 - $50,000,000	1.5%
$50,000,001+	1%

- Supplier shall maintain an accounting of all purchases made by Public Agencies under the Master Agreement. NCPA and Region 14 ESC reserve the right to audit the accounting for a period of four (4) years from the date NCPA receives the accounting. In the event of such an audit, the requested materials shall be provided at the location designated by Region 14 ESC or NCPA. In the event such audit reveals an underreporting of Contract Sales and a resulting underpayment of administrative fees, Vendor shall promptly pay NCPA the amount of such underpayment, together with interest on such amount and shall be obligated to reimburse NCPA's costs and expenses for such audit.

- General Provisions
  - This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding.
  - Awarded vendor agrees to allow NCPA to use their name and logo within website, marketing materials and advertisement. Any use of NCPA name and logo or any form of publicity regarding this contract by awarded vendor must have prior approval from NCPA.
  - If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement or to recover any administrative fee and accrued interest, the prevailing party shall be entitled to reasonable attorney's fees and costs in addition to any other relief to which such party may be entitled.
  - Neither this Agreement nor any rights or obligations hereunder shall be assignable by Vendor without prior written consent of NCPA, provided, however, that the Vendor may, without such written consent, assign this Agreement and its rights and delegate its obligations hereunder in connection with the transfer or sale of all or substantially all of its assets or business related to this Agreement, or in the event of its merger, consolidation, change in control or similar transaction. Any permitted assignee shall assume all assigned obligations of its assignor under this Agreement.
  - This Agreement and NCPA's rights and obligations hereunder may be assigned at NCPA's sole discretion, to an existing or newly established legal entity that has the authority and capacity to perform NCPA's obligations hereunder
  - All written communications given hereunder shall be delivered to the addresses as set forth below.

National Cooperative Purchasing Alliance:		**Vendor:**	SYNNEX Corporation
Name:	Matthew Mackel	Name:	Daniel Brennan
Title:	Director, Business Development	Title:	Vice President & Senior Counsel
Address:	PO Box 701273	Address:	
	Houston, TX 701273		
Signature:		Signature:	E-SIGNED by Daniel Brennan on 2019-08-09 08:32:24 EST
Date:	August 1, 2019	Date:	August 09, 2019

NCPA Contract #01-97 - Advanced Technology Solutions Aggregator - Terms & Conditions

About NCPA

NCPA (National Cooperative Purchasing Alliance) is a leading national government purchasing cooperative working to reduce the cost of goods and services by leveraging the purchasing power of public agencies in all 50 states. For more information, go to www.ncpa.us.

Who Can Use NCPA's Contracts?

There are over 90,000 agencies nationwide from both the public and nonprofit sectors that are eligible to utilize NCPA's cooperative purchasing contracts. These include, but are not limited to the following agency types:

- *School Districts (including K-12, Charter schools, and Private K-12)*
- *Higher Education (including Universities, Community Colleges, Private Colleges & Technical / Vocational Schools)*
- *Cities, Counties, and any Local Government*
- *State Agencies*
- *Healthcare Organizations*
- *Church/Religious*
- *Nonprofit Corporations*

State Statutes

This contract is accessible nationally to public agencies whose state laws allow for intergovernmental contract use. Click here to view your state's laws on cooperative purchasing.

Contract Name

SYNNEX NCPA #01-97 - Advanced Technology Solutions Aggregator

Term

August 1, 2019 thru July 31, 2024 with no additional optional years.

Awarded Manufacturers

NCPA Contract #01-97 covers all vendor product lines available at TD SYNNEX. TD SYNNEX and manufacturers' standard commercial certifications/authorizations are required for participation, in addition to any requirements specific to Public Sector or this contract.

Freight

All deliveries to NCPA members shall be freight prepaid, FOB Destination for CONUS delivery. For authorized Dealers, all standard commercial freight policies will apply. Possible assistance with freight will be determined on a case by case basis. Additional freight costs may apply for OCONUS delivery, white glove, special and expedited delivery requirements.

NTE (Not-to-Exceed) Contract Pricing

- **4% Discount from MSRP** applicable to all manufacturing lines, (unless noted in Exceptions below)
- **2% Discount from MSRP** for the following:
  - Chromebooks, HP Smartbuys, Lenovo TopSeller Products and all other promotionally priced products.
  - Manufacturers: APC, Asus, Avaya, Cisco, Crucial, Google, Global Knowledge Training, Microsoft Software, NEC, Netmotion, Seagate, and F5
- **0% Discount for:**
  - Non-Discountable SKUs

- **Services:** Please refer to the Services line card for a complete breakdown of specific costs associated with our services. Please email **fieldservices@TDSYNNEX.com** with any questions.
- **Dealer is encouraged to offer additional discounts** from the established contract price when possible.

Authorized Dealer Program

SYNNEX offers a Dealer Program that provides select reseller partners the ability to sell to NCPA members using this contract. The Dealer is authorized to invoice the NCPA member and accept payment on behalf of TD SYNNEX, subject to the following requirements:

- Dealer must obtain a quote from TD SYNNEX Sales Rep or Team. TD SYNNEX NCPA Team will include the NCPA contract NTE price to the quote.
- End-user pricing can NOT exceed the NCPA Contract Price but can be discounted by the Dealer.
- Dealer must identify all NCPA quotes and orders to TD SYNNEX. Quotes can be obtained at **NCPA@TDSYNNEX.com.**
- Both the End-user and Dealer POs should reference the NCPA Contract number (NCPA 01-97). Dealer is responsible for maintaining a copy of these POs for audit purposes for up to 3 years following the date of that sale.
- Reseller must have a current account in good standing at TD SYNNEX and signed Dealer Agreement. To participate, please send request to **NCPA@TDSYNNEX.com.**
- SYNNEX and manufacturers' standard commercial certifications/authorizations are required for participation.

Reporting

Authorized Dealer must provide a Report of their sales under this contract no later than the 5th day following the end of the preceding month using the template provided. Use the contract sales report portal to download the most recent template and upload your report each month. Reach out to ContractsSupportTeam@TDSYNNEX.com for help if you need to correct a submitted report or adjust a recent entry online.

Submit Sales Reports: https://www.synnexcorp.com/us/govsolv/monthly-contract-reporting/

Contract Fees

Authorized Dealer is responsible for the payment of the Contract Fee to TD SYNNEX, by the 15th day of the reported month.

Contract fee: 0.80% or 80 Bps for Commodity Products
2.00% or 200 Bps for Enterprise Products

- The Contract Fee is calculated off the Dealer's combined monthly sales based on the total pricing charged to the NCPA members. Participating manufacturers are encouraged to provide special pricing that offsets this Contract Fee.
- Payment Method: ACH Payment is preferred, reach out to Contracts@TDSYNNEX.com for ACH instructions
- Payment by check is also accepted.
    - Mail to:
      TD SYNNEX Corporation
      c/o Public Sector Contracts NCPA SCM5551293
      39 Pelham Ridge Drive
      Greenville, SC 29615

Marketing

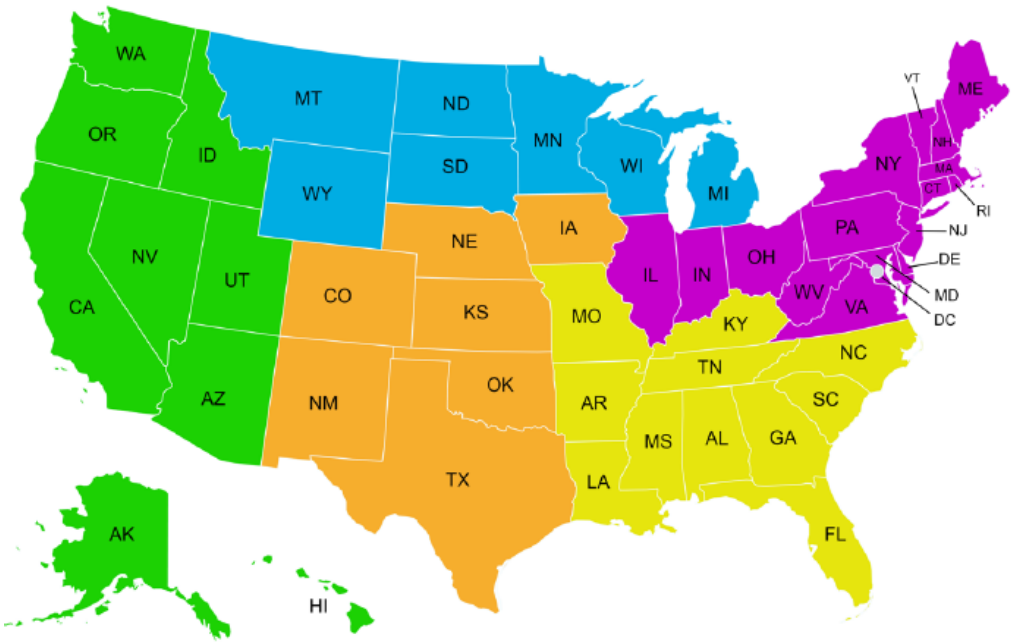
There are no restrictions in the marketing of this contract directly to the cooperative membership. The NCPA Program Office can assist TD SYNNEX and our participating Dealers with their marketing efforts, training and attendance at industry events and TD SYNNEX GovSolv shows.

NCPA has provided a membership list to assist our dealer organization in the marketing of this contract. TD SYNNEX will send all Authorized Resellers the membership list on a monthly basis. Reach out to NCPA@TDSYNNEX.com for contact information.

NCPA Contact below available to connect w/ end-user/agencies, qualify them & answer any questions.
Jonathan Applegate, Director, Operations
Tele: 832-477-3475
E-Mail: **japplegate@ncpa.us**

Public Sector Contract Specialists, Reseller Support

Public Sector Specialist Coverage Map



Legend

Please select the BD rep based on the state in which your HQ is located.

Nicholas Coperine
Sr. Public Sector Specialist, South East
(914) 618-1524 | Nicholas.Coperine@tdsynnex.com

Caroline Trembly
Public Sector Specialist, North Central
(864) 293-3406 | Caroline.Trembly@tdsynnex.com

Lisa McElroy
Public Sector Specialist, North East
(703) 254-8907 | Lisa.McElroy@tdsynnex.com

Travis Matthews
Public Sector Specialist, South Central
(864) 908-9312 | Travis.Matthews@tdsynnex.com

Ian Nix
Public Sector Specialist, West Coast
(202) 688-9978 | Ian.Nix@tdsynnex.com

Jamie Grimm
Public Sector Business Development, Supervisor
(864) 373-7589 | Jamie.Grimm@tdsynnex.com

Randy Finley
Public Sector Business Development, Director
(864) 349-4390 | Randy.Finley@tdsynnex.com

https://www.synnexcorp.com/us/govsolv/ncpa/

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TD SYNNEX | Public Sector

Reseller Name	Full Name	Email Address	Diversity Status	Phone Number	Address	City	State	Zip Code
1st Run Computer Services	Rhea Schultzberg	rheas@1strun.com	SB	212-779-0800	59 Acorn Ponds Drive	Roslyn	NY	11576
2uTec	Mike Forderkonz	mike@2utec.com	WBE	8444888363	428 South Main St, Ste 107	North Syrause	NY	13212
525 Technologies	Travis Bozeman	tbozeman@525technologies.com	MO	334-354-1811	1755 N. Brown Road	Lawrenceville	GA	30043
A3 Communications	Dave Lewis	dlewis@a3communications.com		8033510763	1038 Kinley Rd	Irmo	SC	29063
AATD, LLC; All About the Data	Paul Salazar	Paul.Salazar@aatdata.com	MOSB; SDVOSB; 8(a)	703-626-1044	8023 Vantage Drive Suite 510	San Antonio	TX	78230
Abacode	Shane Wiseman	shane.wiseman@abacode.com		806-596-9020	777 S Harbour Island Blvd Suite 390	Tampa	FL	33602
Abacus Computers, Inc.	Ramesh Singh	rameshs@abacustx.com			6 Desta Drive, Ste. 1350	Midland	TX	79705
Abrahams Consulting, LLC	Angela Gibson	agibson@abrahamsconsulting.com	8(a), EDWOSB	6465643828	PO Box 10-266	Staten Island	NY	10301
Abundans Information Technology LLC	Oraios R. Ward	orward@abundansit.com; oraiosward(	Texas HUB, SBA WOS	202.704.0997	1202 First Street E, #1204	Humble	TX	77347
ACCEL BI CORPORATION	Sanjay Shirude	PMO@accelbi.com			701 5th Ave #4200	Seattle	WA	98104
Access Wireless Data Solutions	Dave Schwarz	daves@accesswds.com			21756 SR 54	Lutz	FL	34639
AccessIT Group	Bill Lavelle	BillL@accessitgroup.com			2000 Valley Forge Circle, suite 106	King of Prussia	PA	19406
Accudata Systems, Inc	Amy Drury	ADrury@AccudataSystems.com			10713 West Sam Houston Pkwy North, Suite 6	Houston	TX	77064
Acerra Technologies, Inc.	Ashley Brown	abrown@avtg.com	WOSB	2812402100	12502 Exchange DR, STe 404	Stafford	TX	77477
Acordis International Corp	Rehan Kahn	rkhan@acordiscorp.com			2785 N. Commerce Parkway	Miramar	FL	33025
ACP CreativeIT	Jim Grass	jgrass@arlingtoncp.com		2249008175	851 Commerce Ct	Buffalo Grove	IL	60089
ACP Technologies (Advanced Cyber Prc	Ben Pearce, Jr.	benjr@acp.us.com			1090-A Union Rd, Suite 200	West Seneca	NY	14224
Action Technologies DBA Talk ATG	Mark Smith	Mark.Smith@talkatg.com		765-808-3615	3621 N Everbrook Ln STE 5	Muncie	IN	47304
Action Technologies Group	Joe Berardi	joe@talkatg.com	MWOSB	2165138864	3621 N Everbrook Ln Ste 5	Muncie	IN	47304
Acture Solutions (NESS)	Kris Dubrey	DubreyK@acturesolutions.com		5183774057	1462 Erie Blvd	Schenectady	NY	12305
Acura Systems International, Inc. - Clou	Andy Rogers	andy.rogers@cloudtechmobile.com		253-377-0701	PO Box 593	Milton	WA	98354
Advanced Business Solutions	Adam Gregory	adam@goabsinc.com		904-438-2701	280 Business Park Circle, #415	St. Augustine	FL	32095
Advanced Classroom Technologies	Chelsea Judge	Chelseaj@act-ol.com			19007 59th Dr NE Suite B	Arlington	WA	98223
ADVANCED COMPUTER SOLUTIONS GF	James Briggs	jbriggs@silversky.com		(609) 902-1287	521 Fellowship Road, Suite 140	Mount Laurel	NJ	8054
Advanced Network Management (ANN	Klaus Mueller	klaus.mueller@anm.com		877-266-8822	4001 Jefferson Plaza NE	Albuquerque	NM	87109
Advanced Network Systems	Jillian Weesner	jweesner@getadvanced.net			355 Rio Road West, Suite 201	Charlottesville	VA	22901
Advanced Personal Computing, INC. DE	Travis Wood	travis.wood@liquidnetworx.com		281.812.8099	415 N Main Ave	San Antonio	TX	78205
Advanced Technologies International	Faysal Mukhi	fais@advtechint.com		407-792-8321	766 Big Tree Dr, Unit 102	Longwood	FL	32750
Advantage Technology, LLC	Michael Ferrari	mferrari@advantage.tech		(304) 342-0796	950 Kanawha Blvd	East Charleston	WV	610875
Advizex	Cindy Manley	cmanley@advizex.com			6480 Rockside Woods Blvd South Suite 190	Independence	OH	44131
AE Business Solutions	Elisa Williams	elisa.williams@aebs.com			2323 Crossroads Drive, Suite 300	Madison	WI	53718
AEC Group, LLC	Jeff Waag	JWaag@aecgroup.com			3000 MONTOUR CHURCH ROAD	OAKDALE	PA	15071
Affant Communications, Inc.	Josh Linn	jlinn@affant.com			2549 Eastbluff Drive, B465	Newport Beach	CA	92660
Agilant Solutions Inc. DBA ASI System I	Mark Romanowski	mromanowski@asisystem.com		2127360111	3 Seaview Blvd	Port Washington	NY	11050
Agilant Solutions, Inc.	Mark Romanowski	mromanowski@asisystem.com		2127360111	3 Seaview Blvd	Port Washington	NY	11050
AIP US, LLC	MIN WANG	MWANG@AIP-US.COM	MBE	7038616427	27 Bleeker Street, Suite 236	Millburn	NJ	7041
AKINSIT	Michelle McKernan	michelle@akinsit.com		9494077123	3406 Via Lido, #1A-22	Newport Beach	CA	92663
Alaska Communications Systems Grou	Aaron Doshier	aaron.doshier@acsalaska.com			600 Telephone Ave	Anchorage	AK	99503
Alchemy Technology Group, LLC	Graham Upton	gupton@alchemytechgroup.com		832-617-5732	11 Greenway Plaza, Suite 2600	Houston	TX	77046
Aligned TG	John Zemonek	john@alignedtg.com		919-819-5275	601 St. Mary's Street	Raleigh	NC	27605
All Covered, A division of Konica Minol	Adam Goebel	agoebel@allcovered.com		(704) 972-3300	2101 Rexford Rd #168	Charlotte	NC	28211
Alliance Technology Group LLC	Randall McCrea	randall.mccrea@alliance-it.com	WOSB	4107120270	7010 Hi Tech Drive	Hanover	MD	21076
Allied Documents Solutions and Servic	Mike Silvia	mikes@ads-s.com			200 Church St	Swedesboro	NJ	8085
Alpha Sum Business Machines	Mary Leu	walter@alphasum.com	SB	7188980242	33-27 91st Street	Jackson Heights	NY	11372
Alpha Technologies, Inc.	Andi Myers	amyers@alpha-tech.us	SDVOSB	304-721-8992	4003 Outlook Drive	Hurricane	WV	25526
Alternative Information Systems (AIS)	Brian Conley	bconley@aisbuffalo.com		7168319929	489 Ellicott St	Buffalo	NY	14203
Altura Communication Solutions, LLC	Tom Pickford	clee@vology.com			1540 S Lewis ST	Anaheim	CA	92805

Altura Communication Solutions, LLC	James Mullinex	jmullinax@alturacs.com			1540 S Lewis ST	Anaheim	CA	92805
Anexinet	Rob Sheinker	RSheinker@anexinet.com			4 Sentry Parkwat	Blue Bell	PA	19422
Anvil Works	Brennan Watkins	Brennan@anvilworks.com		6023009619	7702 N Doubletree Ranch Road	Scottsdale	AZ	85258
APEX Digital Imaging Inc	Milton Jones	sales@apexdigitalimaging.com	MOSB; VOSB	(813) 973-3034	16057 Tampa Palms Blvd W	Zephyrhills	FL	33543
Apex Technology Group	Kyle Ratte	kratte@apextechgroup.com	SB	(401) 580-0232	135 Beaver St.	Waltham	MA	2452
Apollo Office Systems LLC	Pamela Foley	pfoley@apolloofficesystems.com			202 S Hardie St.	Alvin	TX	77511
Applied Computer Solutions / ACS / Co	Shawn Donovan	Shawn.Donovan@acsacs.com		(925) 251-4418	15461 Springdale St	Huntington Beach	CA	92649
Applied Technology Services	Danielle burnett	danielleb@appliedtechnologyservices.	WOSB	410-344-1256	11615 Crossroads Circle, suite J		MD	21220
Applied Video Technology	Ashley Buettner	ashley@appliedvideo.com		610-407-0776	PO Box 427	Kimberton	PA	19442
ArchAngel Education Technology	Frandia Garcon	fgarcon@arch-te.com		866-747-4486 x 2	15421 West Dixie Highway Unit 11	North Miami Beach	FL	33162
Archive Data Solutions	Amy Holt	amy.holt@archivedata.com	SB	484-921-4821	733 Green Crest Drive	Westerville	OH	43081
Ardham Technologies Inc	Shay Daves	sdaves@ardham.com		(888) 510-6575	5411 Jefferson St NE #200	Albuquerque	NM	87109
Arey Jones Educational Solutions	Sydney Bensinger	Sydney.Bensinger@areyjones.com			1055 Sixth Avenue #101	San Diego	CA	92101
Artilus, Inc.	Christopher Milian	christopher.milian@artilus.net			1200 Veterans Memorial Hwy Suite 107	Hauppauge	NY	11788
Ascend Technology	Syed Jamal	syedhjamal@ascendtechnologies.net		6026846463	5201 Great America Parkway Suite 320	Santa Clara	CA	95054
ASCENSION TECHNOLOGIES, LLC	David Keeler	david@asctech.net		2512434224	P.O. Box 1911	Daphne	AL	36526
Ascentech LLC dba Clutch Solutions	Danny Valdez	danny.valdez@clutchsolutions.com	SB, MBE	8887258824	2152 S Vineyard Ave, Bld. 1, Ste 102	Mesa	AZ	85210
ASI--purchased CSS	Mark Romanowski	mromanowski@asisystem.com			3 Seaview Boulevard	Port Washington	NY	11050
Aspire Technology Partners, LLC	Robin Schmidt	teamaspire@aspiretransforms.com		732-847-9562	25 James Way	Eatontown	NJ	7724
AT&T Services, Inc.					4119 Broadway, RM 650A16	San Antonio	TX	78209
ATEC Group	Lewis Needham	lewis.needham@atecgroup.com		518-724-3118	1762 Central Ave, Suite 301	Albany	NY	12205
Atlanta Computer Sales, Inc	David Dean	djdean@acs-ebiz.com			1925 Grasssland Parkway	Alpharetta	GA	30004
Atlantic Computing	Steve Brown	sbrown@atlantic.com			22 Pennsylvania Ave. Ste. 4	Niantic	CT	6357
Atlantic Data Security	John Overbeck	john@atlanticdatasecurity.com	SB	7033714161	330 Roberts Street, Ste 301	Hartford	CT	
Atrion Communication Resources	Rich Dietz	rdietz@atrioncomm.com	VOSB	9082317777	185 I Industrial Parkway	Branchburg	NJ	8876
Attronica	Don Bright	donb@attronica.com		804-270-3288	15867 Gaither Dr	Gaithersburg	MD	20877
Audio Fidelity Communication Corp db	Elizabeth Woods	woodse@whitlock.com		386-597-1910	12820 West Creek Parkway, Suite M	Richmond	VA	23238
Audio Visual Associates	Ed Susco	esusco@avaonline.com	SB	973-442-1999	1 Stewart CT	Denville	NJ	7834
Avexon	Kerri Glynn	kglynn@avexon.com	WOSB	5048133053	141 Robert E Lee Blvd #206	New Orleans	LA	70124
Avidex Industries, LLC	Michael Stammire	mlstammire@avidexav.com		949.428.6333	20382 Hermana Cir	Lake Forest	WA	92630
Avixum, Inc.	Som Teav	Som.Teav@avixum.com		2394506034	PO Box 581	Pinellas Park	FL	33780
AVVID IT	Barry Beitz	bbeitz@avvidit.com	WOSB	520-200-0101	4535 E Collinwood Dr	Gilbert	AZ	85298
Axis Technology Solutions Group (ATSG	Albert Marrache	amarrache@atsg.net			1 Penn Plaza Suite 3308	New York	NY	10119
Barcodes, Inc.	Carrie Woodson	cwoodson@barcodesinc.com		312-582-4862	200 W. Monroe Street, STE 2300	Chicago	IL	60606
Barcoding, Inc	Zach Lander-portnoy	zachary.lander-portnoy@barcoding.co			3840 Bank St.	Baltimore	MS	21224
BASSEC, LLC	Scott Millard	scott.millard@bassec.net		202-750-3553	8300 Greensboro Drive, L1-607	McLean	VA	22102
Baum Control Systems Inc dba The Cor	Mary Stazi	mary@compcenter.com			15 Thornwood Drive	Ithaca	NY	14850
Baycom Inc.	Tim Cooney	tcooney@baycominc.com		920-544-4282	2040 Radisson St.	Green Bay,	WI	54302
BCTI	Kellie Barrett	kbarrett@bcti.com			5112 Bobby Hicks Hwy	Gray	TN	37615
Beacon Telecom	Jim Filbin	jdfilbin@beacontelecom.com	SB	7812972226	80 Cedar St	Canton	MA	2021
Bell Electronics dba Abel Electronics	Mark Monarch	mark@abelelectronics.com			27201 Harper Ave	Saint Clair Shores	MI	48081
Benecom Technologies	Dave Benedic	daveb@benecominc.com			4140 Poche Ct	W New Orleans	LA	70129
Better Direct, LLC	David Young	david@betterdirect.com	HUBZone, SDVOSB	4809213858	2425 E University Drive	Tempe	AZ	85281
Beyond Computer Services	Ervin Hughes, III	eahughes@beyondpcservices.com		(361) 485-6639	5606 N Navarro St Suite 300-O	Victoria	TX	77904
Big Networks	Jacob Sanders	jsanders@bignetworks.com	SB	225-361-8420	2638 S Sherwood Forest Blvd Suite 222	Baton Rouge	LA	70816
BIT Direct Inc	Robert Daly	robert.daly@bitdirect.com		8135413571	2202 N. West Shore Blvd, STE 200	Tampa	FL	33607
Black Box Corporation in CIS _ Black Bc	Brendan Murphy	brendan.murphy@blackbox.com		703.597.8603	9155 Cottonwood Ln N	Maple Grove	MN	55369
BlackHawk Data LLC	Maryann Pagano	sales@blackhawk11.com			14 Penn Plaza	New York	NY	10122
Blackpoint IT	Jeannie Erli	jeannie.erli@blackpoint-it.com	SB	520-784-2400	20415 72nd Ave South, ste 210	Kent	WA	98032
Blue Tech	Sarah Looysen	slooysen@bluetech.com	HUBZone, WOSB, SB	619-497-6060	4025 Hancock Street Suite 100	San Diego	CA	92110
BlueAlly, LLC	Eric Resiberg	ereisberg@blueally.com		9192491500	1225 Crescent Green, Suite 115	Cary	NC	27518
BorderLAN, Inc.	Craig Smith	craig@borderlan.com		8582999039	950 Boardwalk #300	San Marcos	CA	92078
Branch Communications, LLC	John Bergeron	john.bergeron@branchcomm.net			7335 S Lewis Suite 300	Tulsa	OK	74136
Bridge Data Solutions	Michelle Brichard	michelle@bridge-data.com		503-807-6421	8201 164th Ave NE Suite 200	Redmond	WA	98052

BridgeTek Solutions, LLC	Vance Milford	sales@bridgeteksolutions.com		864-214-0221	110 Connector Park Court	Piedmont	SC	29673
BridgeTek Solutions, LLC	Tom Clinton	tclinton@bridgeteksolutions.com		8644201785	110 Connector Park Court	Piedmont	SC	29673
BrightCentra Inc	Frederick Wick	frederick.wick@brightcentra.com	FW	650-509-0027	52 Buena Vista Road	South San Francisco	CA	94080
Brooks Network Services	Steve Brooks	sbrooks@brooksnetworkservices.com			403 Burlington Ave	Gibsonville	NC	27249
Brown Enterprise Solutions, LLC	George Brown	gbrown@besolutions.org	MBE	6145880248	5935 Wilcox Pl, Suite E	Dublin	OH	43016
BSM Products	Shaun Butler	Shaun@bsmproducts.com	MBE/WBE	312-259-6387	8414 Maple Ave	Gary	IN	46403
Btek Holdings LLC	Bruce Banko	bruce@btekholdings.com		302-760-9377	1201 Gandy Blvd N # 22481	St. Petersburg	FL	33742
BTP Business Telecom Products Inc	Jimi Shah	jshah@btpi.com	SB, WO, MO	4256499262	PO Box 997	Carnation	WA	98014
Buckeye Mountain Inc	Joni Wood	sales@buckeyemountain.com		3306689888	3631 Brookwall Dr ste 101	Akron	OH	44333
Business Data Solutions	Caroll Tuttle	ctuttle@bdsinc.com		828-757-3413	1260 Hidden Cove Lane	Lenoir	NC	28645
Byte Works	James Willard	jwillard@byteworks.com		678-353-3003	2675 Breckinridge BLVD, STE 200	Duluth	GA	30096
Calculator & Computer Center Inc	Lou Carideo	lcarideo@ccccomputer.com			555 Theodore Fremd Ave Ste B102	Rye	NY	10580
California Integrated Solutions	Jay Kishor	Jkishor@CISpc.Com		9098618332	23341 Golden Springs Dr, Suite 102	Diamond Bar	CA	91765
Call One	Dawn Mays	tmanca@shirewire.com	WBENC	321-783-2400	400 Imprial Blvd	Cape Canaveral	FL	32920
Cambridge Computer Services, Inc.	Steve Odio	sodio@cambridgecomputer.com			271 Waverly Oaks Rd Ste 301	Waltham	MA	2452
Camcor Inc	Rodney Bailey	jrbailey@camcor.com			2273 South Church St	Burlington	NC	27215
Camcor Inc	Rodney Bailey	jrbailey@camcor.com		800-863-2462	2273 South Church St	Burlington	NC	27215
CampbellNet Solutions	Donald Campbell	orders@campbellnetsolutions.com			259 Fairpoint Village Landing	Fairpoint	NY	14450
Can-Am Wireless	Johan Rahardjo	jrahardjo@canamwireless.com	MBE	5124134739	300 New Hope Dr Ste 103	Cedar Park	TX	78613
Candoris	Tawna Perkins	tperkins@candoris.com			475 N Weaber St	Annville	PA	17003
CARLNTECH LLC	Carl Neidhardt	carln@carlntech.com	VOSB	9164252861	8237 Palmerson Dr	Antelope	CA	95845
Carolina Advanced Digital, Inc.	Susan Jabbusch	susan@cadinc.com	SDVOSB, HUBZone		PO Box 318	Siler City	NC	27344
Carousel Industries of North America	Lauren Testa	ltesta@carouselindustries.com		4015834465	659 South County Trail	Exeter	RI	2822
Carpe Diem Technology Solutions LLC	Kyle Lyon	klyon@cdtsusa.com		716-863-6756	17103 Brulee Breeze Way	Boca Raton	FL	33496
Cashel Corporation dba Integrated Me	Brad Caldwell	bcaldwell@imsav.com	SB	7145794100	200 Mccormick Ave.	Costa Mesa	CA	92626
CB Technologies, Inc.	Rachel Nelson	rachel.nelson@cbtechinc.com	WOSB, WBE		770 The City Dr S Suite 5300	Orange	CA	92868
CB20	Tom Franceski	tfranceski@cb20.com		(518) 542-4951	11 Federal Street	Saratoga	NY	12866
CBTS Technology Solutions	Steve Lankard	steve.lankard@cbts.com			221 4th St	Cincinnati	OH	45202
CCi	Andy Goethals	agoethals@us-cci.com	VWMOSB	(703) 869-2176	P.O. Box 4794	Moorseville	NC	28117
CDI LLC / Computer Design & Integrati	Brian Jones	Brian.Jones@CDILLC.com		201-931-1420	500 Fifth Avenue Suite 1500	New York	NY	10110
CELLENTIA INFORMATION TECHNOLO	George Edward	ge@cellentiatech.com	WOSB		42395 Ryan Road, Suite 112-601	Ashburn	VA	20148
Central Iowa Binding dba American Bu	Ross Atwood	ross@americanbusinessphones.com			640 19th St	Des Moines	IA	50314
Central Knox dba Central Technologies	Todd Troxler	todd@centralinc.com			6101 Industrial Heights Dr. NW	Knoxville	TN	37909
CenturyLink - Government Services	Kirsten Eades	kirsten.eades@centurylink.com		602-357-8079	67 S. Higley Road, Suite 103-165	Gilbert	AZ	85296
Cerium Networks	William Junkermier	wjunkermier@ceriumnetworks.com			1636 W 1st Ave	Spokane	WA	99201
Checkpoint Services Inc.	Kimberly Cox	sales@checkpnt.com			4120 Rio Bravo St	El Paso	TX	79902
Chromis Technology	Zach Garcia	zgarcia@chromis.com			67 S. Higley Road, Suite 103-165	Gilbert	AZ	
Cibergator Technologies LLC	Robert Papizan	robp@cibergator.com		225-937-5518	430 S Club Ave	Saint Gabriel	LA	70776
Cincinnati Bell Technology Solutions	Lauren Clavey	lauren.clavey@cbts.net		6146686246	221 East Fourth Street	Cincinnati	OH	4502
Clarity Imagining Solutions	Brian Larson	blarson@clarityimagining.com		877-330-5525	4 executive campus, suite 104	Cherry Hill	NJ	8002
Class Computing	Dale Schwer	dschwer@classcomputing.com			566 W Adams Suite 500	Chicago	IL	60661
Clearwinds	Craig Davenport	cdavenport@clearwinds.net	CD, PSA	2054138323	13001 Liberty Parkway	Vestavia Hills	AL	35242
Cloud Revolution	Chad McGreanor	chad@cloudrevolution.us			2770 Araphanoe RD #132-1063	Lafayette	CO	80026
CloudIngenuity	Stephen Untersee	suntersee@cloudingenuity.com	WOSB	9725323187	4100 International Pkwy. Suite 1100	Carrollton	TX	75007
CLS Technology, LLC	Scott Scurlock	scott@clstechnology.com			5385 Smith Street	Graceville	FL	32440
CMD Technology Group Inc	Charlie Christianson	cac@cmdweb.com	SB	(413) 525-0023	11 Glendale Road	East Longmeadow	MA	1028
Code 3 Technology, LLC	Jim Boubelik	Jim@code3technology.com		480-888-6401	9855 E. Southern Ave. #50882	Mesa	AZ	85209
CodeBlue Technology, LLC	Michael Bergamo	mbergamo@codebluetechnology.com			5000 Monument Ave.	Richmond	VA	23230
CollabNow	David Lemperle	dlemperle@collabnow.biz		6465227910	37018 W 228th St	Polo	MO	64671
Commercial Computer Services, Inc	Laura Watson	lwatson@ccsprojects.com			17350 N. Hartford Dr.	Scottsdale	AZ	85255
Commtech Industries	William Dudley	wdudley@commtech.com			3240 S I-10 Service Rd. W.	Metairie	LA	70001
Communication Strategies	Chuck Vondra	chuck@com-strat.com		707-963-5418	1222 Grandview Ave.	Sabastopol	CA	95472
Component Sourcing Group	Patricia Tzannakos	patt@csgamerica.com	womodsb	9495216871	25301 Cabot Road, Suite 111	Lauguna Hills	CA	92653
Compugen Systems, Inc.	Anna Zampini	azampini@compugen.com			5847 San Felipe, Suite 1700	Houston	TX	77057

Compu-Link	Denise Arboleda	Denise@compu-link.com		(212) 695-5466	261 West 39 Street, Suite 302	New York	NY	10019
Compu-Link	Denise Arboleda	Denise@compu-link.com	MOSB	(212) 695-5466	261 West 39 Street, Suite 302	New York	NY	10019
Computer CenterLine of Greensburg, I	Karla Thomas	Karla.Thomas@CCLprotech.com	SB	724-838-0852	1500 Broad St	Greensburg,	PA	15601
Computer Professionals Inc.	Dave Counsell	dcounsell@comproinc.com	DC	518-836-2780	2165 Technology Drive	Schenectady	NY	12308
Computer Systems Integrators	MaryLynn Etta	metta@csiny.com		845-897-9480	1401 Route 52 Suite 100B	Fishkill	NY	12524
Computer Systems Resource, Inc - CSR	Paul Dolnick	pdolnick@csri-qt.com		610.430.3308	PO Box 1306	West Chester	PA	19380
Computer Technology Solutions	Chris Bauer	cbauer@yourcts.net			200 Belgrade Avenue	North Mankato	MN	56003
Computer Transition Services Inc	Michael Vaught	lsummers@ctsinet.com			3223 S Loop 289, Suite 556	Lubbock	TX	79423
Comsource Inc.	Mike Fay	mfay@comsourceny.com	SB	3156824115	8104 Cazenovia Road	Manlius	NY	13104
Comtech Network Solutions	Mike Farlow	mike@comtechnc.com		336-559-3267	1204 South Main Street	Graham	NC	27253
Concise Networks	Dan Dunn	ddunn@concisenet.net			1818 Martin Luther King Jr. Blvd Suite 206	Chapel Hill	NC	27514
Connect Us Corporation	Joel Raiber	joel.raiber@connectuscorp.com		2405079355	301 Swathmore Ave	Swathmore	PA	19081
ConRes	Louis Novakis	lnovakis@conres.com		508-284-6465	175 Middlesex Turnpike	Bedford	MA	1730
Consiliant Technologies LLC	Dave Cerniglia	dave@consiliant.com		9497840353	15375 Barranca Parkway A108	Irvine	CA	92618
Consolidated Computing Inc	David Loewenbaum	davel@consolidatedcomputing.com			380 Morehuse Rd.	Easton	CT	06612
Converge Technology Solutions US, LL	Lynda Thomas	lynda.thomas@convergetp.com		(704) 414-6971	6 Blackstone Valley Place, Suite 205	Lincoln	RI	2865
Converged Digital Networks	Joseph Weddle	joe@dndc.com			2051 Ogden Ave	Downers Grove	IL	60540
Convergent	Tim Fradeneck	tfradeneck@askconvergent.com	SB	8034034335	1205 Colonial Life Blvd., W Suite 2B	Columbia	SC	29210
Convergent Information Security Solut	Phillip Collins	philc@convergesecurity.com	SB	8034034335	1205 Colonial Life Blvd., W Suite 2B	Columbia	SC	29210
Convergent Telecom	Raj Shah	rshah@convergent.net			53 Assembly Drive, Unit 518	Mendon	NY	14506
ConvergeOne, Inc.	Shala Pelloni	spelloni@convergeone.com		2126131055	10900 Nesbitt Avenue S	Bloomington	MN	55437
Conway Technology Group dba Conwa	Diane Vannozzi	Diane.Vannozzi@xerox.com		5088088366	10 Capital St	Nashua	NH	3063
Copper River Information Technology	Bill Halladay	Contracts@CopperRiverSS.com	MBE, MOSB, 8(a)	7032349000	4501 Singer Ct, Suite 300	Chantilly	VA	
Copy Products, Inc. DBA CPI Technolog	Eric Crane	ecrane@cpitec.com		4178895665	2103 W. Vista	Springfield	MO	65807
Core BTS, Inc.	Jason Eickmann	jason.eickmann@corebts.com			5875 Castle Creek Parkway North Drive, Suite	Indianapolis	IN	46250
Corporate Computer Solutions Inc	Larry Grippo	lgrippo@corporatecomputersol.com			55 Halstead Ave	Harrison	NY	10528
CounterTrade Products Inc.	Angela Dumm	adumm@countertrade.com	WOSB		7585 W 66th Ave	Arvada	CO	80003
Covene LLC	Jon Kreher	jkreher@covene.com	WOSB, MO	314-888-2514	4220 Duncan Ave, Suite 201	St. Louis	MO	63110
CPAC Inc.	Karen Deleo	kdeleo@cpacinc.com		714-692-5044	4749 E. Wesley DR	Anaheim	CA	92807
CPAC Inc.	Bryan Gunter	bgunter@cpacinc.com		714-692-5044	4749 E. Wesley DR	Anaheim	CA	92807
C-Pak Corporation DBA CPAK Technolo	Philip Abbott	pabbott@cpak.com		706-298-3780	133 Main Street	Lagrange	GA	30204
Crossvale, Inc.	Connor Brankin	cbrankin@crossvale.com			4201 Spring Valley Rd. #306	Dallas	TX	75244
CSG Connected Solutions Group, LLC	James Munsey	jmunsey@cgstore.net		4344301053	8529 Meadowbridge Rd	Mechanicsville		
Cspire	Suzy Hays	shays@cspire.com		251-445-6507	107 Saint Francis Street	Mobile	AL	36602
CTI Computech International	Eli Zvi	eli@cti-intl.com	WOSB	(886) 284-4685	110 Crossways Park Drive	Woodbury	NY	11797
CTS Mobility DBA Complete Tablet Sol	Leslie Fisher	lfisher@ctsmobility.com		3615621941	11525 Stonehollow Dr #B220	Austin	TX	78758
Cumberland Group, LLC	Rob Wentz	Rob.wentz@cumberland.com		7705759280	300 Galleria Pkwy Suite 1600	Atlanta,	GA	30339
Cumulus Global	Paul Drotch	pdrotch@cumulusglobal.com		5089515388	PO Box 1129	Westborough	MA	1581
Custom Computer Specialists Inc	Laura Gavey	lgavey@customonline.com		6317611428	70 Suffolk Court	Hauppauge	NY	11788
Custom Tech Solutions	Jayson Truong	jtruong@customtechsolutionsinc.com			1950 W Corporate Way #19122	Anaheim	CA	92801
CVE Technologies	John Lee	john.lee@cve.com		8019084171	1338 Gustin Road	Salt Lake City	UT	84104
CWPA Office Supplies & Services	Michelle Kalkhoff	marketing@cwpa.com	WOSB	2812519814	PO Box 11309	Spring	TX	77391
Cyber Watch Systems	Chris Reeves	chris.reeves@cyberwatchsystems.com			5717 Legacy Dr. #250	Piano	TX	75024
CyberGen	Mike Callahan			5612776704	1005 Lake Ave Suite 212	Lake Worth	FL	33460
Cybernorth	Chris Harney	charney@cybernorth.com			15 Cottage RD. Unit 2433	S. Portland	ME	4116
D&D Security Resources Inc	Sadie Rau	info@ddsecurity.com			PO Box 1086	Concord	CA	94522
Danquah Group LLC	Seth Danquah	sdanquah@danquahgroup.com	DBE, SB, MBE, SLEB Ala	(925) 468-4155	4900 Hopyard Rd. Ste 100	Pleasanton	CA	94588
Dasher Technologies Inc	Hallie Barnes	hallie.barnes@dasher.com		2053837324	675 Campbell Technology Parkway, Suite 100	Campbell	CA	95008
Data Center Warehouse LLC	John Zimmer	John.Zimmer@4dcw.com		9497992410	23041 Avenida De La Carlota #200	Laguna Hills	CA	92653
Data Network Solutions Inc	Cathy Lipscomb	orders@datanetworksolutions.com		8642753647	629 Lake Tide Drive	Chapin	SC	29036
DataCom Solutions, Inc.	Jerry Brooks	brooksj@datacomusa.net	SB; SDB; MOSB; Hubzo	256-208-9425	1025 Claude Circle	Huntsville	AL	35806
Datalink Networks	Maya Ohanyan	aohanyan@Datalinknetworks.net		6612948826	28110 Ave Stanford Unit A	Los Angeles	CA	91344
Datec, Inc.	Bob Stein	bstein@datecinc.net		206-575-1470	364 Upland Drive	Seattle	WA	98188
Datel Systems Inc.	Heidi Groves	Hgroves@datalsys.com		858-571-3100	4393 Viewridge Ave Suite C	San Diego	CA	92123

Day Automation	Russell Barber	russell.barber@dayautomation.com			7931 Rae Blv.	Victor	NY	14564
DBISP LLC	Sara Vaughn	sarah.vaughn@dbispllc.com	SB, MO, 8a	513-299-7864	8857 Commerce Park Place, Suite D	Indianapolis	IN	46268
DCi Technology Solutions, LLC	Gary Eckhert	geckert@dcis.com			45 Columbia Road	Branchburg	NJ	8876
Dealflow Networks LLC	Lee Owens	lowens@dealflownetworks.com		4045479790	3695 Burnette Park Drive Suite 4	Suwanee	GA	30024
Decision Tree, Inc.	Brent Lawson	Blawson@dtreetech.com	WOSB	9155843419	306 Thunderbird Dr	El Paso	TX	79912
Decotech Systems, Inc.	Randy Clarke	sales@decotech.com			1180 Mt Diablo Blv.	Walnut Creek	CA	94596
Deep South Communications LLC	Rob Sterrenberg	rsterrenberg@dscnetworks.com			20331 Highland Rd	Baton Rouge	LA	70817
Dempsey Business	Freddie Price	fprice@dempseybus.com		3185410682	1201 3rd St Suite 210	Alexandria	LA	
Derive Technologies, LLC	Mitch Martinez	mmartinez@derivetech.com		212-363-1111	40 WALL STREET,20TH FLOOR	New York	NY	10005
DEVELOPMENT GROUP INC	DANIEL LOCKWOOD	DLOCKWOOD@DEVELOPMENT-GROUP.NET		5306463540	6704 Lockheed Dr	Redding	CA	96002
DG Technology Consulting, LLC	Debbie Gannaway	deb.gannaway@dgtechllc.com		813.728.4986	3317 Jean Circle	Tampa	FL	33629
DGX Security	Sal Austin	sal@dgxsecurity.com	SBE MBE DBE	2013704761	840 Bergern Ave	Jersey City	NJ	7306
DHE Computer Systems, LLC	Dan Hammack	dhammack@dhecs.com			7076 South Alton Way- Unit C-	Centennial	CO	80112
DICE COMMUNICATIONS, INC.	Chris Davlin	cdavlin@dicellc.com			4509 S 143rd St	Omaha	NE	68137
Digital Resources Inc	Wendy Bock	wbock@digitalresources.com			2107 Greenbriar Suite B	Southlake	TX	76092
Digital Surveillance Solutions Inc	Michael Blumenson	mikeb@dssvideo.com		716-597-0369	485 Cayuga Road	Buffalo	NY	14225
Diltex, Inc.	Dil Singh	dil.singh@diltexinc.com	EDWOSB, 8(a)	6269601314	1750 W Cameron Ave, Ste 110	West Covina	CA	91790
Direct Packet, Inc. dba OneVision Solut	Shanan Cavanaugh	orders@onevisionsolutions.com	SB	9725808345	909 Lake Carolyn Parkway Suite 450	Irving	TX	75039
Direct Technology Group	Shaun Hand	shaun@directtechnologygroup.com		9544616880	1358 W Newport Center Drive	Deerfield Beach	FL	33442
DISTINCTIVE TECH LLC	Santiago Rodriguez	santiago@distinctivetechla.com		6266678377	18800 Amar Rd A2	Walnut	CA	91789
Distributed Technology Group (DTG)	Mark Mathenson	mark@dtg.com	SDVOSB	585-455-0757	499 S. Warren ST, STE 501	Syracuse	NY	13202
DISYS Solutions, Inc. DBA DSI Tech	Vinu Luthra	vinu.luthra@dsitech.com			44670 Cape Ct	Ashburn	VA	20147
Ditta Enterprises LLC	Raj Ditta	Rogerditta@gmail.com	MBE, SBE, DBE	510-776-5219	235 Emerald Way	Hercules	CA	94547
DNS Ground to Cloud	Scott Carroll	scott@dnsgroundtocloud.com		440-891-4350 x1	80 Helwig ST	Berea	OH	44017
Document Solutions	Kevin Roth	Kevinr@dsbls.com		908-653-0600	151 W Sumner Ave	Kenilworth	NJ	7033
Docutrend	Aaron Rubin	arubin@docutrend.com			29J Commerce Way	Totowa	NJ	7512
DOF Creations, LLC	Saeed Bramwell-Gordon	sbgordon@dofcreations.com		865.236.0498	12604 River Birch DR	Riverview	FL	33569
Dogwood Services	Tadd Blevins	tadd.blevins@dogwoodservices.com		7703295400	553 Lakepointe Dr	Chipley	FL	32428
Dove Print Solutions	Al Jones	ajones@doveprintsolutions.com			1819 Otis Way	Florence	SC	29501
DRCS, LLC	Denise Carlucci	dcarlucci@drcsllc.com			117 Highbridge St	Fayetteville	NY	13066
Driven Acquisition Inc DBA Driven Tech	Autmun Han	ahan@driven.tech		888-254-0188	31200 Medlock Bridge Rd Bldg B	Norcross	GA	30071
DTG	Gary Barker	gbarker@dtgweb.com	SB	8138890660	9051 Florida Mining Blvd Suite 103	Tampa	FL	33634
Duplicating Prodcuts	Matt Nix	Mnix@duplicatingproducts.com		(770) 053-9932	2305 Centennial Drive	Gainesville	GA	30504
DV Sourcing, LLC	Jamie Kelly	kelleyj@dvsourcing.com	SDVOSB	903-422-0843	411 County Road 3101	Greenville	TX	75402
Dynamix Group, LLC	Laura Hemauer	laurahemauer@dynamixgroup.com	SB,WO,VO,MO	404-654-0889	1905 Woodstock Rd, Suite 4150	Rosewell	GA	30368
Dyntek Services	Darlene Pricher	darlene.pricher@dyntek.com		8502197917	5241 California Ave., #150	Irvine	CA	92617
Eakes, Inc DBA Eakes Office Solutions	Paul McKinney	pmckinney@eakes.com			617 West 3rd Street	Grand Island	NE	68801
eCare, LLC	Alan Newman	anewman@ecareusa.org		334 625 0070	8623 Pebble Creek Court	Montgomery	AL	36116
EdTech 101, Corporation	Jeremy Hanson				3222 Corte Malpaso #206	Camarillo	CA	93012
EG2IT, Inc	Stacy Price	sprice@eg2it.com			3601 Alternate 19 Suite B	Palm Harbor	FL	34683
EGA Technology Solutions, LLC	Gerald Anderson	gerald@egatechnologysolutions.com	Small Business	903.347.0483	596 County Road 3992	Winnsboro	TX	75494
Elaborit INC	Derick Furtado	dfurtado@elaborit.com	SDVOSB, VOSB, SB	4436194128	35 Forsythia Lane	Bear	DE	19701
Elevate Technology Group	Leslie Conrad	lconrad@elevatetechgroup.com	SB	9712455508	1800 NW 169th Pl	Beaverton	OR	97006
Embark IT	Tyler Penning	tyler@embarkit.com	TP	515-440-1502	1854 Fuller RD	West Des Moines	IA	50265
Emergent Technology Services	Lisa Joubert	lisa@emergentechservices.com			10463 Grant Line Rd Suite 113	Elk Grovw	CA	95624
Empire Computing & Consulting	Gloria Burke	gloriab@empirecomputing.com		386-253-6506 X4	120 North Frederick Ave	Beach	FL	32114
Empire USA	Julian Beneforti	julian@empireusa.com	WOSB	6315449111	103 FORT SALONGA RD	NORTHPORT	NY	11768
EMR Technocal Solutions, LLC	Verbus Counts	verbus@emrts.us			1050 East 2nd. Stewwt #288	Edmond	OK	73034
Enabling Tech Corp/ Enabling Technolc	Melissa Dean	mdean@enablingtechcorp.com		4436255130	20865 Corkscrew shores Blvd	Estero	FL	33928
Enchanted Technology Solutions, LLC	Jeff Gallegos	jeffg@ets.us.com	Small Business, Womer	505.946.8219	6615 Sujeto Rd. NW	Albuquerque	NM	87120
enDevelopment LLC	Steve Josey	steve.josey@endevelopment.com	SDVOSB VOSB	919-622-5619	67 Enright Lane	Montgomery	NY	12549
Engineering Business Systems Inc	Shannaon Hall	Shannon@wideformatco.com			11106 Northup Wy.	Bellvue	WA	98004
En-Net Services, LLC	Ed Floyd	efloyd@en-netservices.com	SB	301-846-9901	712 N. East Street	Frederick	MD	21701
Enterprise IT Security	Andrew Bena	benaa@eits.com		(803) 280-0283	525 North Tryon Street Suite 1600	Charlotte	NC	28202

Enterprise Networks Solutions Inc.	Larry Potthoff	larry@ens-az.com	SB	(480) 505-1111	3633 N. 55th Pl.	Mesa	AZ	85215
Enterprise Solution Products, Inc.	Wayne Corion	wcorion@gmail.com			90 Sagamore St	Freeport	NY	11520
Enterprise Technology International (E	Anthony Walker	awalker@enterpriseti.com	SDVOSB MO	7208411952	8400 E. Crescent Parkway Suite 600	Greenwood village	CO	80111
Entre Computer Solutions	Shelly Tureck	shelleyt@entrerock.com		8153995664	8900 N. 2nd Street	Machesney Park	IL	61115
EPC IT SOLUTIONS	SCOTT CORNELL	CORNELL@EPCITS.COM			1324 El Camino	Real Belmont	CA	94002
ePlus Technology, Inc.	Kley Parkhurst	kparkhurst@eplus.com		919.818.2311	13595 DULLES TECHNOLOGY	HERNDON	VA	20171
Ergonomic Group	Ulf Lilienthal	Ulf.Lilienthal@ergogroup.com			200 ROBBINS LN, SUITE A	JERICHO	NY	11753
Ergonomic Solutions	Patty Jenks	patty@ergonomic-solutions.com	WOSB	7166552981	201 East Main Street, Suite C	East Rochester	NY	14445
eSecurity Solutions	Alexandra Ruffolo	ali@esecuritysolutions.com		949-207-7325	2646 Dupont Dr., Ste 60368	Irvine	CA	92612
Essnova Solutions, Inc.	Debra Payne	debra.payne@essnova.com		(256) 929-6435	1500 1st Ave N. Ste. 47	Birmingham	AL	35203
eTribeca LLC	Gary Berzack	gary@etribeca.com			134 West 26th St	New York	NY	10001
Evolving Solutions Inc	Kurt Ostrowski	sledcontracts@evolvingsol.com		952-500-2823	3989 County RD 116	Hamel	MN	55340
Extensible Computing LLC (True Digital	Robbie MacDonald	rmacdonald@slpowers.com			6900 E. Camelback Road, Suite 240	Scottsdale	AZ	85251
Fed SLED Solutions	David Antonacci	david@fedsledsol.com			8 John St	Auburn	NY	13021
Femdel	Gbenga Oyedele	gbenga@femdel.com	8a, HZ, MBE, SBR	240-432-1422	400 E. Pratt St., 8th Floor	Baltimore	MD	21202
Fisch Solutions	Jason Fisch	jason.fisch@fischsolutions.com			8235 TROY PIKE	DAYTON	OH	45424
Five 9		thu.nguyen@five9.com			400 Executive Pwky #400	San Ramon	CA	94583
Five Rivers IT	Todd Heinold	todd@fiveriversit.com	SBE, MWE	(646) 556-6574	395 W. Passaic St. Suite 400	Rochelle Park	NJ	7662
Flagler Technologies LLC	Ken Wagner	ken.wagner@flagler.io	WO	5612291601	5295 Town Center Rd Suite 201	Boca Raton	FL	33486
Flagship	Thomas Kempster	tkempster@datastoragecorp.com		631-766-2204	980 N. Federal HWY STE 302	Boca Raton	FL	33432
Freeit Data Solutions	Dulari von Christierson	dulari@freeitdata.com		512-593-5212	900 E. 6th Street, Suite 102, Austin, TX, 78702			
Frontrunner Network Systems, Corp.	Joseph Cerney	jcerney@frontrunnernetworks.com			300 Main Street	East Rochester	NY	14445
Fruth Group	Mike Dever	mdever@fruthgroup.com	SB	(877) 272-0946	3220 E Harbout Dr.	Phoenix	AZ	85034
Fusion Digital	Phil Ferranti	pferranti@fusiondig.com			300 Main Street, Ste 4-104	East Rochester	NY	14445
Future Tech Enterprise, Inc.	Bob Schroder	rschroder@ftei.com	SB WO	631-472-5500	101-8 Colin Drive	Holbrook	NY	11741
Gabriel Holdings	Ariel Gabriel	ARIEL@AGAHOLDINGS.COM			1901 Avenue of the Stars 19th Floor Suite 190	Los Angeles	CA	90067
Gabriel Holdings	Ariel Gabriel	ariel@agaholdings.com			1901 Avenue of the Stars 19th Floor Suite 190	Los Angeles	CA	90067
GAIN Innovation, LLC	Michael Hieber	mhieber@gain-i.com	Minority-Owned Small	512-658-7160	1320 Arrow Point Dr Suite 501	Cedar Park	TX	78613
Galactic Technology Group	Christopher Huss	chuss001@galactic.company	SBE	7862313334	12271 Sw 129th Court	Miami	FL	33186
GatorTec	Jim Dufek	jim@gatortec.com		3525059088	5218 SW 34th ST.	Gainesville	FL	32608
GCS Imaging, Inc	Shaina Messa	shaina@gcsimaging.com		(201) 773-1513	110 Kipp Ave	Elmwood Park	NJ	7407
GDT General Datatech LP	Tom Ducatelli	tom.ducatelli@gdt.com		8327143104	999Metromedia Place	Dallas	TX	75247
GECDF dba Computer Professionals	Kathy Dixon	KDixon@cb20.com			2165 Technology Drive	Schenectady	NY	12308
Gemir Project Consulting	DeLawrence Evans	support@gemirprojectconsulting.com		(216) 916-1240	2898 Andover Cir	Willoughby Hills	OH	44092
General Informatics	Chess Allen	callen@geninf.com		(866) 728-0304	One Smart Way	Baton Rouge	LA	70810
General Microsystems Inc DBA GMI	Sue Deflorio	sdeflorio@gmi.com	MOSB	4256442233	3220 118th Ave SE	Bellevue	WA	
GHA Technologies, Inc.	Laurie Coon	laurie.coon@gha-associates.com	SB	480-951-6865	8998 E Raintree Dr	Scottsdale	AZ	85260
Gibson Teldata, Inc.	Brian Kiefer	bkiefer@bgibson.com			1472 Wabash Ave	Terre Haute	IN	47807
Glacier Computer, LLC	John Greary	johng@glaciercomputer.com		6038821560	10 Northern Blvd Ste 2	Amherst	NH	3031
Golden Star Technology Inc. (GST)	Eileen Hsiao	ehsiao@gstes.com	WOSB, MBE	5623458711	12881 166th Street	Cerritos	CA	90703
GOOGOZ.COM, INC.	Eric Young	eric@googoz.com			1255 Treat Blvd., Suite 300	Walnut Creek	CA	94597-7965
GovDirect, Inc.	Brian Robbins	brobbins@govdirect.com	WOSB	727-754-2688	600 Cleveland Street, Suite 1100	Clearwater	FL	33755
Government Acquisitions (govacq)	MaryJane Sweeney	maryjane.sweeney@gov-acq.com	SB	4438122155	720 E. Pete Rose Way, Suite 360	Cincinnati	OH	45202
Gracon Services, Inc.	Michael Grady	mgrady@gracon.com			4265 Okemos RD. Suite A	Okemos	MI	48864
Gradient Cyber Inc.	Darren Morris	dmorris@gradientcyber.com		214-886-7046	1900 Kirkwood Blvd Unit 5700C	Southlake	TX	76092
Granite Data Solutions	Scott Mitchell	smitchell@granitedatasolutions.com			5321 Luce Ave	McClellan	CA	95652
GreenPages	Nancy Mather			2074397310	33 Badgers Island West	Kittery	ME	3904
GroupMobile International DBA Route	Velda Goodin	velda.goodin@route1.com		4237029068	6031 Century Oak Dr	Chattanooga	TN	39416
Groupware Technology, Inc.	Stacy Thompson	stacy@groupwaretech.com			541 Division St	Campbell	CA	95008
GTS Solutions, Inc.	Tom Booth	rbooth@gogtss.com		8034665000	PO Box 727	Chapin,	SC	29036
Halbrook and Miller DBA TM Televisior	Cody Winnett	cody@tmtel.com	SB	972-243-4772	2440 Lacy Lane, STE 100,	Carrollton,	TX	75006
Hammer IT Consulting	Bennet Hammer	bennet@hammeritconsulting.com		941-716-0045	5660 Strand Court Unit #A65	Naples	FL	34110
HarborTech Mobility	Don Bigelow	donb@htmobility.com	SB	2066491877	22030 20th Ave. SE, #101	Bothell	WA	98021
HBR Technologies	Jeff Romick	jromixk@hbrtech.com			2305 Midway Rd.	Carrollton	TX	75006

Heartland Business Systems	Ben Turner	bturner@hbs.net			Suite 298	Little Chute	WI	54140
Helixstorm, Inc	Eric Henry	eric.henry@helixstorm.com			2738 Via Industria	Temecula	CA	92590
Herrington Technology	Valery Herrington	v.herringtontechnology@outlook.com	WOSB	6193628121	600 5TH AVE FL 2ND	New York	NY	10019
High Availability Storage Systems, Inc	Randy Kirsch	Rkirsch@hainc.com			11479 Valley Vew Road	Eden Praoroe	MN	55344
High Touch Technologies	Brenda Flax	BrendaF@hightouchinc.com			110 S Main St	Wichita	KS	67202
High Touch Technologies	Brenda Flax	brendaf@hightouchinc.com		3164624132	110 s Main St Ste 600	Wichita	KS	67202
Hilliard	Brent Hilliard	hilliard@mmbo.com		4326174677	PO Box 52510	Midland	TX	79710
Hiscomp LLC	James Rockmore	jrockmore@hiscompllc.com			13701 Port Commerce Ct	Accokeek	ML	20607
HITEQ Computer Systems	Adil Gaziani	adilgaziani@hiteqpc.com	MOSB, HUBZone, SDB,	9724370637	811 18th Street	Plano	TX	75074
Holman's Inc	Phil Abeyta	pabeyta@holmans.com		800-545-0932	6201 Jefferson St	Albuquerque	NM	87109
HTS Texas	Troy Salinas	troy.salinas@hts-tx.com			12918 Flagship Drive	San Antonio	TX	78247
Huber and Assoiciates	Brent Christensen	BChristensen@teamhuber.com			1400 Edgewood Dr.	Jefferson City	MO	
Hypertec Direct	Mike Marracino	mmarracino@hypertec.com		4806269000	1868 E Broadway Rd	Tempe	AZ	85262
I Copy Inc. DBA IBE Digital	Sloan Varing	sloan@ibedigital.com		5629210202	11266 Monarch St suite B	Garden Grove	CA	92841
Immedia Tech	Wendy McDaniel	wendymcdaniel@immedia-tech.com		6025092956	7661 E Gray Rd	Scottsdale	AZ	85260
InacompTSG	Jamie Ogden	jamie.ogden@inacomptsg.com			17250 W 12 Mile RD	Southfield	MI	48076
InCare K12, LLC	Pam Williams	pwilliams@incarek12.com		(334) 819-1038	1310 Old Oak Pl	Montgomery	AL	
Inception Concepts	Brian Thomas	brian@inceptionconcepts.com	SB	(720) 504-3869	4541 W Hinsdale Ave	Littleton	CO	80128
Infinit Technology Solutions	John Spiridigliozzi	john@infinit-tech.com		315-728-3112	7037 Fly Road	East Syracuse	NY	13057
Info Advantage Inc	Mitch Weller	mweller@info-adv.com			155 Sanford St	Rochester	NY	14260
Info Solutions LLC	William (Bill) Riley	wriley@infosolutionsllc.com		302-373-6909	920 Justison St Suite 105	Wilmington	DE	19801
InfoSys Services, Inc	Patrick Snead	psnead@infosysnetworks.com		443-433-4107	4157 Mountain Road, #207	Pasadena	MD	21122
Ingram Technologies LLC	David Ingram	david@ingramt.com	Small Business	5125950285	11615 Angus Rd STE. 112	Austin	TX	78759
InoTeK LLC	Kaylea Williams	kwilliams@inotek-ne.com	SB		14301 FNB Parkway	Omaha	NE	68154
InTech Southwest	Kevin Reyher	kreyher@intechsouthwest.com		2106900000	4778 Research Drive	San Antonio	TX	78240
Integra Business Center Inc/DBA Integ	Jim Bedics	JBEDICS@Integraone.com		484-223-3480	7248 Tilghman Street, Suite 120	Allentown	PA	18106
Integrated Office Solutions	Alphonzo Henderson	alh@intofficesolutions.com	SB	4043664110	3707 Chimney Ridge Ct	Ellenwood	GA	30294
Integrated Security solutions	David Ashford	dashford@iss-ky.com			291 Etter Drive	Nicholasville	KY	40356
Integration Partners Corp	Andy Blanchard	abranchaud@integrationpartners.com			12 Hartwell Avenue	Lexington	MA	2421
In-Telecom	Brooke Temple	btemple@in-telecom.com		9853260250	573 JF Smith Avenue	Slidell	LA	70460
Intelligent VAR Technology d/ba INTEL	Rosy Salgado	rosy@intelli-tech.com			1652 Yeager Avenue	La Verne	CA	91750
IntelliSite	Mario Campos	mcampos@intellisite.io		2094822788	3463 Lakemont Blvd Ste 104	Ft. Mill	SC	29708
Internet Content Management	Ted Dawson	tdawson@icmcyber.com		601-713-2718	5 Lakeland Cir	Jackson	MS	39216
Intervision Systems LLC.	Jonathan Bunce	jbunce@intervision.com		408-576-4259	1802 Bayberry Court Suite 201	Richmond	VA	23226
IP Data Systems	Brian Burkhart	brian.burkhart@ipdatasystems.com	SB	4106154100	6021 University Blvd Suite 420	Ellicott City	MD	2104
iQuarters	Michael Brander	mbrander@iquarters.net		8452340104	796 Bullville Rd	Montgomery	NY	12549
Iron Bow	Iris Williams	iris.murphy@ironbow.com		703-674-5283	2303 Dulles Station Blvd Suite 400	Herndon	VA	20171
Island Tech	Robert Gronenthal	robert@islandtechservices.com		631-447-2442 x2	980 S. 2nd Street	Ronkonkoma	NY	11719
ISSQUARED	Kimberly Sitton	ksitton@issquaredinc.com	MOBE	805-277-0114	2659 Townsgate Rd Ste 227	Westlake Village	CA	91361
IT Management Corp	John Recendez	jrecendez@itmgmt.com		408-495-5900	4340 Stevens Creek Blvd. Ste 225	San Jose	CA	95129
iT1Source LLC	Guy Steinbrink	guy.steinbrink@it1.com		4807775995	1860 W University Drive	Tempe	AZ	85281
iTekData, LLC	Major Janecek	govbiz@itekdata.com		4169846664	1270 tropic Park Drive	Sanford	FL	32773
ITSAVVY LLC	Brian Fields	bfields@itsavvy.com		6303966305	313 South Rohlwing Road	Addison	IL	60101
IVCi	Karen Cantalupo	KCantalupo@ivci.com		6317077001	601 Old Willets Path	Hauppauge	NY	11788
IVS Computer Technology	Pam Quattlebaum	pam@ivsct.net			1415 McDonald Way	Bakersfield	CA	93309
Jensen IT	Dave Entz	dave.entz@jensenit.com			1689 ELK BLVD.	DES PLAINES	IL	60016
Kambrian Corporation	Cathy Hsieh	cathyh@kambrian.com	8a, WOSB, SDB, MBE	6269644445	2707 E Valley Blvd ste 312	West Covina	CA	91792
Katalyst Network Group	Patrick Courtney	pcourtney@katalystng.com		704-790-4440	1515 Mockingbird Lane	Charlotte	NC	28209
KBS MOBILITY	Damini Sood	Damini@kbsmobility.com			129 Grove Street	Montclair	NJ	
Keeper Technology	Jeff Podgorski	jeff.podgorski@keepertech.com	SB	5713393531	21740 Beaumeade Circle, STE 150	Ashburn	VA	20147
Keller Schroeder	Gina Minnette	gminnette@kellerschroeder.com			4920 CARRIAGE DR	EVANSVILLE	IN	47715
Key Code Media, Inc	Mike Cavanagh	mcavanagh@keycodemedia.com		8183033900	270 S Flower St	burbank	CA	91502
Keyboard Consultants	Wayne Copeland	waynecopeland@keyconsult.com	SB	9738820063	6 Kingsbridge Rd	Fairfield	NJ	7004
Koi Computers Inc	Catherine Ho	catherineho1@koicomputer.com	SB, WOSB, SDB	6306278811	1341 Warren Ave suite B	Downers Grove	IL	60515

Kopesky Enterprises dba SureLock Tecl	Bob Kopesky	bkopesky@surelocktechnology.com			111 W. Crogan Street	Lawrenceville	GA	30046
KT's Office Services LLC	Kathy Cauldren	sales@ktoss.com	WOSB, EDWOSB	7329140002	1555 Route 37 West. Unit 1	Toms River	NJ	8755
Kudelski Security, Inc.	Steve Speidel	Steve.speidel@kudelskisecurity.com		2144205800	130 East John Carpenter Freeway, Stuite 300	Irving	TX	75062
Kynetic Technologies LLC	Ken Candela	kenc@kynetictech.com		7275436158	425 Plaza Dr	Dunedin	FL	34698
Lakeshore IT Solutions	Rian Yablun	Rian@lakeshoreit.com		888-700-2788	2023 Main St	Spring Grove	IL	60081
Laketec	Joe Little	jjlittle@laketec.com			27881 Lorain Rd.	North Olmsted	OH	44070
Lambros Consulting	Lina Parness	lina@lambrosconsulting.com		6505768540	131 Huron Ave.	San Mateo	CA	94401
Lanair Group	Robert Hazlett	rhazlett@lanairgroup.com			330 N. Brand Boulevard, Suite 600	Glendale	CA	91203
LanLogic	Dan Ferguson	dferguson@lanlogic.com		(925) 273-2317	248 Rickenbacker Circle	Livermore	CA	94551
LANRover Network Services, Inc	Rich Sallustro	rich.sullustro@lanrover.net		(631) 418-8018	85 S. Snedecor Ave.	Bayport	NY	11705
LanSpeed	Chris Chirgwin	CChirgwin@lanspeed.com			597 Avenue of the Flags Suite 103	Buellton	CA	93427
LAUNCHTech, LLC	Venus Quates	venus@welaunchtech.com		(716) 800-1048	50 Fountain Plaza, Suite 1400	Buffalo	NY	14202
Layer 3 Communications, LLC	Paula Sands	psands@layer3com.com			1450 Oakbrook Dr., Ste. 900	Nocross	GA	30093
LAZARUS CONSORTIUM, LLC DBA ASKC	Aasim Shabazzz	aasim@askcsupply.com			1041 James Avenue	North Minneapolis	MN	55411
LBI Computers, LLC	Anthony Avery	anthonyavery@outlook.com		973-859-9125	2007 Long Beach Blvd	North Beach Haven	NJ	8008
LBMC	Jeff McCorpin	jmccorpin@lbmc.com			201 Franklin Road	Brentwood	TN	37027
Lead Data Tech	Stacey Redmond	sjanousk@leaddatatech.com			PO Box 295	Nanuet	NY	10954
Les Olson Company	Kieth Adams	keith@lesolsoncompany.com			3244 S 300 W	Salt Lake City	UT	84115
Leslie Digital Imaging (LDI)	Jay Feldman	Jfeldman@myldi.com		5163482235	50 Jericho Quadrangle	Jericho	NY	11753
Lets Think Wireless DBA LTW	Amarpreet Kaur	akaur@ltw.com	SB	9738824563	26 Chapin Rd, Ste 1112	Pine Brook	NJ	7058
Leverage Information Systems, Inc	Douglas Chesler	dougc@levergeis.com		4254201543	18815 139th Ave NE Ste B	Woodville	WA	98072
Lewan & Associates	Brian Jones	brian.jones@lewan.com		303-759-5440	8530 Concord Center Dr #400	Englewood	CO	80112
LICN	Steven Mazza	steven.mazza@licn.com			1200 Veteran Hwyuite 107	Hauppauge	NY	11788
Link Computer Corporation	Victor Liu	victor@linkhigh.com	MBE	973-607-3051	51 Gibraltar Drive, Ste 2A	Morris Plains	NJ	7950
Link Computer Corporation	Tim Morder	tmorder@linkcorp.com		814-742-7700	140 Stadium Drive, PO BOX 250	Bellwood	PA	16617
Liona Enterprises	Dan Whelan	dwhelan@lionaenterprises.com	WOSB, HUBZone, 8(a)	8887303986	1212 Sycamore St Suite 42	Cincinnati	OH	45202
LN2S Consulting	Laurie Calkins	laurie@ln2sconsulting.com	EDWOSB, WOSB, SDVO	6182282898	1576 Sinking Springs Dr.	O'Fallon	IL	62269-6656
Logicalis, Inc.	Nikki Perez	nikki.perez@us.logicalis.com		(866) 456-4422	2600 Telegraph Road, Suite 200	Bloomfield Hills	MI	48302
Logista Solutions	Vic Murphy	vmurphy@logistasolutions.com			5911 Greenwood Parkway	Bessemer	AL	35022
Lumbee Resource Management Group	Johnny Helms	jhelms@lumbeegroup.com			6449 Southpoint Suite 300	Jacksonville	FL	32216
Lyncverse Technologies, Inc.	Shearrard Thomas	sthomas@lyncverse.com		2815423473	8203 Willow Place Drive South, Ste. 315 Houston, TX 77070			
Lyon Micro, LLC	Kyle Lyon	kyle@lyonmicro.com		7168636756	302 Eastern Blvd Ste 1077	Canandaigua	NY	14424
M.A. Polce Consulting, Inc.	Kelly Palinski	kelly@mapolce.com		3156249870	401 Phoenix Drive	Rome	NY	13441
M3 Supplies & Services LLC DBA M&M	Jason McGraw	jason.mcgraw@mmlcpm.com	SB	317-646-9576	2424 W Brandon Blvd #1037	Brandon	FL	33511
Magnell Associate Inc DBA Newegg.co	Cindy Noureddine	cindy.c.noureddine@neweggbusiness.com		626.271.1321	17560 Rowland St	City off Industry	CA	91748
Mainline Information Systems, Inc.	Rob Butler	rob.butler@mainline.com			1700 Summit Lake Drive	Tallahassee	FL	32317
MAINSTREET SOLUTIONS, INC	Debbie Simurda	DSimurda@mainstreetinc.net		2145365028	100-2510 West Main Stre	Grand Prairie	TX	75050
Marco	Terri Brakke	terri.brakke@marconet.com		800-847-3098	4510 Heatherwood Road	St. Cloud	MN	56301
Mardon PC	Bryan Haynes	bhaynes@mardonpc.com	VOSB	(315) 420-5079	170 Pinecove Ave	Odenton	MD	21113
Mark III Systems Inc	Stan Wysocki	stan.wysocki@markiiisys.com	Women Owned	713-664-9850	3600 South Gessner Rd, Ste 170	Houston	TX	77063
Matrix Integration	Doug Lippert	dlibbert@matrixintegration.com			417 Main St	Jasper	IN	47546
Maureen Data Systems	Joshua Lande	JLande@mdsny.com	WBE	3476689406	307 W 38th St Suite 1801	New York	NY	10018
MBS Direct	Sonny Tohan	sonny@mbsdirect.com	SB, WOSB, SDB	301-590-2555	9057 Gaither Road	Gaithersburg	MD	20877
McCann Systems	Matthew Rose	mrose@mccannsystems.com			290 FERNWOOD AVENUE	EDISON	NJ	08837
MCG BUSINESS SOLUTIONS, INC	Chris Morton	cmorton@mcgnow.net		251-650-2231	1956-J University Blvd	Mobile	AL	36609
MCS of Tampa	Jim Slagle	jslagle@mcsoftampa.com	SB DVBE	317-459-0951	1024 Iron Point Road	Folsom	CA	95630
MedTec InterLinx, LLC	Sandeep Krishnan	sandeep.krishnan@medtecintl.com	NYS Certified Minority	585-329-1625	25 Greylock Ridge	Pittsford	NY	14534
Mercury Networks	Larry Meister	larry.meister@mercurynetworks-ny.com		585-210-2050	182 Hillrise Drive	Penfield	NY	14526
Meredith Digital, Inc	Bill Meredith	billm@meredithdigital.com	SB	(888)433-0000	199 E Alton	Santa Clara	CA	92707
MERGENT SYSTEMS INC	Kate Sapsford	kate@mergentsystems.com	SB/DVBE	916-633-2995	1024 Iron Point Road	Folsom	CA	95630
Meridian IT, Inc.	Steve Bickford	sbickford@meridianitinc.com		8479642828	9 Parkway North. Suite 500	Deerfield	IL	60015
Metrix Solutions LLC (Pileum Corporati	Sonny Beneke	sonnybeneke@pileum.com	SB, WO, MO, VO	601-863-0086	190 E Capitol Street, Suite 175	Jackson	MS	39201
MGS Group, Inc.	Sylvester Bush	sbush@mgsgroupinc.com	SDVOSB, DDOT DBE/SB	844-633-4235	3342 Highwood Dr. SE	Washington	DC	20020
MHQ West	John Granger	jgranger@mhqwest.com			5601 Balloon Fiesta Parkway, Suite C	Albuquerque	NM	87113

Micro Strategies Inc	Ray Scardelli	rscardelli@microstrat.com			1140 Parsippany Blv	Parisippany	NJ	7054
Microsoft	Travis Walter	traviswa@microsoft.com			1 Microsoft Way	Redmond	WA	98052
Mid-Atlantic Business Communication	Greg Miller	gmiller@mabc.com	SB	8042376530	701 PortCentre Parkway	Portsmouth	VA	23704
Midwest Public Safety LLC	Jeffrey Oost	jeffrey@midwestpublicsafetygroup.or			2665 Harryland Rd	Decatur	IL	62521
Miners Supply Company	Thomas Richards	Thomas@minerssupplyco.com	DBE	650-750-1307	8 The Green Suite A	Dover	DE	19901
Minntek Solutions Inc.	Bill Rogers	billr@minntek.com		(651) 452-2022	1408 Northland Dr	Saint Paul	MN	55120
Mission Critical Systems, LLC	Tamara Bey	tbey@locked.com		954-788-7110	1347 E Sample Road	Pompano Beach	FL	33064
MJM Systems Inc	Maria LoCicero	locicero@mjm.com	wosb	7325638471	285 Davidson Ave	Somerset	NJ	8873
Mobile Rugged Computers	Linda Flaherty	flaherty@mobileruggedcomputers.com	WO SB	4803612472	26655 W Guadalupe Rd #6	Mesa	AZ	85202
Mobiletek Consulting	Howard Mandel	tmandel@mobile-tek.com			9902 Carver RD #203	Cincinnati	OH	45242
MOLAPRISE	Pearl Aguiar	pearla@molaprise.com	MOSB	914-231-1427	401 PARK AVE S, 10TH FL	New York	NY	10016
More Power Tech	Mike Leiker	mike@morepowertech.com	DVO	8885568049	1422 12th Ave Suite A	Longview	WA	98632
MRA International	Martin Castagnetto	m.castagnetto@mrainternational.com			295 MORRIS AVE	LONG BRANCH	NJ	07740
Mustang Computers and Supplies	Kristen Haley	kristen@mustangcpu.com	WOSB	4047327113	160 Clairemont Ave	Decatur	GA	30030
MVation	Guy Gupta	guy@mvation.com	DBE, SB, MBE	4086885060	70 Glen Street	Glen Cove	NY	11542
N4MATIVE	Johnny Hall	johnny.hall@n4mative.com	Minority owned	678-648-9702	3325 Paddocks Parkway Suite 375	Suwanee	GA	30024
NAC Group	Chris Reinhart	chris.r@nacsemi.com		727-828-0187	1790 Commerce Ave North	St. Petersburg	FL	33716
Naka Technologies	Jennifer Kelly	lcm@nakatech.com	MBE	646-921-5796	120 Commerce Drive, Suite 106	Hauppauge	NY	11788
National Business Equipment	Paul Caputo	pcaputo@national1927.com		5187246455	15 Corporate Circle	Albany	NY	12203
Needpipe	Allen McCoy	Allen.McCoy@needpipe.com			811 Alpha Dr. STE 343	Richardson	TX	75081
NetBinder LLC	Patrick Ryan	pryan@netbindersi.com			748 South Meadow Parkway Suite A9-137	Reno	NV	89521
Netconnect	Errol Blake	eblake@nctny.com			111 Storer Avenue	Staten Island	NY	10309
Netsync Network Solutions	Kristi Matsunaga, J.D.	kmatsunaga@netsync.com	WOSB, MOSB	4695572869	2500 W Loop South, Suite 410	Houston,	TX	77027
Network and Commnuication Services,	Dhana Diaz	ddiaz@ncsworldwide.com		3054363913	9509 NW 47th Ter	Miami	FL	33178
Network Cabling Services, Inc	David Jones	djones@ncs-tx.com			12626 Fuqua St.	Houston	TX	77034
Network Integration Company Partner	Sean White	swhite@nicpartnersinc.com			11981 Jack Benny Drive Suite 103	Rancho Cucamonga	CA	91739
Network Technology Sevices, LLC	Aaron Barnes	aaron@ntserv.net		7252299757	8275 S Eastern, Suite 200	Las Vegas	NV	89123
Networking for Future, Inc DBA NFF, In	Steven Hancock	shancock@nffinc.com	SB	202-783-9117	700 7th St NW, Suite 700	Washington	DC	20005
Networking Technologies and Support,	Mark Brandon	mbrandon@thinknts.com	DBE	8043793414	14421 Justice Rd	Midlothian	VA	23113
Networking Technologies and Support,	Wendy DeArment	WDeArment@net-cloud.com	SB	814-836-000	3910 Caughey Rd Suite 207	Erie	PA	16056
NetX inc	Kevin Conlan	ks@netxinc.com	SB	609-298-9118	13 North Union St.	Lambertville	NJ	8530
New Century Imaging	Louie Drossel	louie.drossel@nciofficesolutions.com	WOSB	81874636401	5290 Overpass Rd Suite 105	Goleta	CA	93111
New England Copy Specialists				781-935-4340	39 Sixth Road	Woburn	MA	1801
New Technical Solutions, Inc.	Armando Ybarra	aybarra@buynts.com		760-482-9096	44 3rd Ave, Suite E	Chula Vista	CA	91910
Nisewonger Audio Visual Center, Inc.	Ashley Yates	navc@nisewongerav.com			1125 Cripple Creek Dr.	Lawrenceville	GA	30043
NJM Enterprises LLC D/B/A NeedPipe.c	Allen McCoy	allen.mcCoy@needpipe.com			811 Alpha Dr STE 343	Richardson	TX	75081
Norseman INC	Valerie Weidermann	valerie.weidemann@norseman.com	SB	410-579-8600	8172 Lark Brown Road	Elkridge	MD	21075
North American Systems International	Paul Bettenburg	phil@nasi.com		9523746703	875 Blue Gentian Drive Suite 400	Eagan	MN	55121
Northern Lights Technology	Steve Mowrey	steve.mowrey@northernlightstech.net	WOSB Alaskan Native	3234019275	1595 S. Mt. Joy St	Elizabethtown	PA	17022
Northland Business Systems	Scott Wosje	scottw@northlandsys.com		9528947903	12150 Nicollet Ave	Burnsville	MN	55337
Northwest Print Strategies	Ken Wong	ken@nwpsi.com			8175 sw Nimbus	Beaverton	OR	97008
Now Micro Inc.	Marty Linden	martyl@nowmicro.com		651-393-2135	1648 Energy Park Drive, Ste 100	St Paul	MN	55111
Nth Generation Computing Inc	Joyce Russell	joyce.russell@nth.com			17055 Camino San Bernardo	San Diego	CA	92127
NTT	Jason Green	jason.green@global.ntt		8059799012	11006 Rushmore Dr Ste 300	Charlotte	NC	28277
NuWave	Mark Bunnell	makrb@nuwave.com		888-368-9283	8275 S. Eastern Ave.Suite 200	Las Vegas	NV	89123
Ocean Computer Group	Michael Ju	mju@oceancomputer.com		7324931900	90 Matawan Rd Ste 105	Matawan	NJ	7747
OCHSER CONSULTING GROUP	David Ochser	david@ochserconsulting.com			1144 15th St. Ste 2900	Denver	CO	80202
OETC - ORGANIZATION FOR EDUCATIO	Thomas Richards	Thomas@oetc.org			471 High Street SE STE 10	Salem	OR	97301
Office Solutions	Lisa Wickey	LWickey@osi-technology.com	WOSB	800-677-1778	217 Mt. Horeb Rd.	Warren	NJ	7059
OfficeNation/PCNation	Medwin Dayan				500 Central Ave	Northfield	IL	60093
OmniPro LLC	Krish De Silva	krish@omnipro.com	SBE	4155493498	50 Mendell St Suite 2	San Francisco	CA	94124
Orbcomm	Tom Gregor	gregor.tom@orbcomm.com		201-510-0377	395 W Passaic Street	Rochelle Park	NJ	07662
Pacific OneSource, Inc. dba STS Educat	Shawn Runner	shawn.runner@stseducation-us.com			130 A W Corchran St.	Simi Valley	CA	93065
Palisades Sales Corporation	Douglas Neumetzger	dougn@palisadessales.com		201.930.0076	184 Central Avenue - Suite 11	Old Tappan	NJ	7675

Paper Clips Inc.	Seema Mahbubani	seema@paperclipsinc.com	SBE WMBE	2013939004	PO Box 402	Wood Ridge	NJ	7075
Paragon Micro, Inc	Todd Cowen	tcowen@paragonmicro.com		7032682661	2 Corporate Drive Suite 105	Lake Zurich	IL	60047
Parmetech	Matt Parmet-Romanko	map@parmetech.com	MBE, WOSB	(610) 924-6016	137 W. Eagle Road	Havertown	PA	19083
Pascack Data Services Inc	Howard Adler	hma@pascackdata.com		(973) 304-4858	200 Central Avenue, Ste. 100	Hawthorne	NJ	7506
PC Net Inc, DBA PCN Strategies	Tracey Gladish	tracey.g@pcnstrategies.com		2024210885	1612 K Street Nw Suite 802	Washington	DC	20006
PC Solutions & Integration Inc	David Rudnick	david@pcsusa.net		7864754020	4937 Sw 75 Ave	Miami	FL	33155
PC Specialists, Inc. dba Technology Inte	Tom Janecek	tom.janecek@tig.com	MO	562-279-0950 x 4	10620 Treena Street Suite 300	San Diego	CA	92131
PC University Distributors, Inc.	Geoffrey Miller	gmm@pcuniversity.com		516-596-1500	99 West Hawthorne Avenue	Valley Stream	NY	11580
PCC-IT International, div of Power Capi	Julie Stamato	clientservices@itpccit.com	SB	844-PCC-IT-INT (7	23801 Calabasas Road, Suite 1003A	Calabasas	CA	91302
PCL Solutions, Inc.	David Herman	david.h@pclsolutions.com	SB	9735428033	123 Franklin Ave	Nutley	NJ	7110
PCS Mobile - DataSource Mobility - Ro	Ross Matthews	support@datasourcemobility.com			1960J Madison St PMB 315	Clarksville	TN	37043
PCS Mobile - DataSource Mobility - Ro	Velda Goodin	velda.goodin@route1.com		423-899-7524	6031 Century Oak Dr	Chattanooga	TN	39416
Peak Resources	John Simonton	jsimonton@peakresources.com	SB	3039341200	2750 W. 5th Avenue	Denver	CO	
PeggNet LLC	Margie Matrisciano	MMatrisciano@peggnet.com			4 East Main Street	Menndham	NJ	7945
Personal Computer Systems	Dan Spear	dspear@pcsknox.com		(865) 273-1960	1720 Topside Road	Louisville	TN	37777
Pharr Technologies, Co.	Rusty Earle	rearle@pharrtechnologies.com			215 South Trade Street	Shelby	NC	28150
PHILIP M. CASCIANO ASSOCIATES, INC	Adam Jackler	adamj@pmc-wireless.com		732-475-3454	8 CROWN PLAZA, SUITE 106	HAZLET	NJ	7730
Pillar Technology Partners, LLC	Michael Livingston	mlivingston@pillartechnologypartners		4042003919	2465 Gants Hill Place	Cummings, Ga 58789		
Pinnacle Business Products	Russ Hayes	rhayes@pinnaclebuspro.com		8042459800	3824 S. Boulevard, Suite 200	Edmond,	OK	73013
Pinnacle Business Systems	Amber Lawhun	amber.lawhun@pbsnow.com		8042459800	3824 S. Boulevard, Suite 200	Edmond,	OK	73013
Pinnacle Network Solutions	Adam Blum	ablum@pinnaclens.com	SB	843-662-1581	823 W Evans ST	Florence	SC	29501
Pinnacle Networx	Bob Farrow	bob.farrow@4pnx.com		334 332-5020	73888 Tallassee Hwy	Wetumpka	AL	36092
Pit Bull Secure Technologies, Inc	Brett Summers	brett@pittbullsecure.com	SB	814-262-7400	921 Gates Hill Road	Summerhill	PA	15958
Pivott Technology Solutions Corp dba (	Alice Meaders	alice.meaders@computacenter.com		8664776797	6025 The Corners Parkway Nw, Suite 100	Norcross	GA	30092
PKA Technologies, Inc	Ricky Liber	ricky.liber@pkatech.com		8457382307	3 Paragon Drive	Montvale	NJ	7645
Planet Pyramid	Bob Ash	bash@planetpyramid.com		607 785 1322 x11	1093 Clark Street, building 257	Endicott	NY	13760
PNG Telecom dba Powernet	Tony Wells	twells@powernetco.com			8805 Governors Hill Drive #250	Cincinnati	OH	45249
PNJ Technology Partners	Ed McManus	ed@pnjtechpartners.com			426 New Karner Rd.	Albany	NY	12205
Portable Computer Systems, Inc (PCS)	Peter Chodos	peter.chodos@route1.com			4949 South Syracuse St. suite 430	Denver	CO	80237
Portola Systems, Inc.	Ryan Miller	rmiller@portolasystems.net		7078274312	PO Box 361	Sebastopol	CA	95473
Precision Computer Services	Jeff Ortolano	jortolano@precisiongroup.com		9177163365	175 Constitution Blvd South	Shelton	CT	06484
Preferred Communications	Carlyn Davis	carlyn.davis@satstar.com			410 Central Ave.	Butner	NC	27509
Premier Wireless Solutions	MIke Bae	mikebae@pws.bz		6502301300	452 Oakmead Pkwy	Sunnyvale	CA	94085
PremierLogitech	Scott Paul	spaul@premierss.com		9724623970	511 S. Royal Ln.	Coppell	TX	75019
Prescriptive Data Solutions	Terry Murray	tmurray@presecrptive.solutions		2107227092	PO Box 207860	Dallas	TX	75320
Presidio Networked Solutions Group, L	Jackie Arnett	jarnett@presidio.com		8123426188	8161 Maple Lawn Blvd., Suite 150	Fulton	MD	20759
PRICON INC DBA THE PRINTER CONNE	Puzant Ozbag	puzant@priconweb.com			1831 West Lincoln	Anaheim	CA	92801
Princeton ITS	Ashritha Annadatha	ashritha.annadatha@princetonits.com	SB, MBE		500 ALEXANDER PARK, SUITE #301	PRINCETON	NJ	08540
ProCopy, Inc.	Rocky Popejoy	rocky@procopyinc.com		785-539-5454	410 Houston Street	Manhattan	KS	66502
Prologic ITS	Paul Sprayberry	paul.sprayberry@prologicits.com		8669230513	106 North Point Parkway Building 2 Suite 350	Acworth	GA	30102
Promero, Inc	Gregg Troyanowski				1100 Park Central Blvd South, suite 2500			
ProSys Information Systems, Inc.	Matt Girardot	Matt.Girardot@prosysis.com	WOSB	6782681300	6025 The Corners Parkway NW	Norcross	GA	30092
Protech Castle Rock	Gary Faircloth	gfaircloth@protechcr.com	SBE	7202744711	610 Kryptonite Drive	Castle Rock	CO	80104
Proverbs Holdings, LLC DBA 3rd Wave	Terri English-Yancy	terri@3rdwave-marketing.com	WOSB, HUB Zone	8168067811	5008 Prospect Ave Suite 115	Kansas City	MO	64130
Public Safety Solutions Missouri LLC	Tanya Morrison	tanya@pss-mo.com		5204036665	1401 E Trafficway St	Springfield	MO	65802
QUALITY AND ASSURANCE TECHNOLO	Marcos Merced	sales@qnatech.com		646-653-7119	18 Marginwood Drive	Ridge	NY	11961
QUEST MEDIA & SUPPLIES INC	Matt Cambell	matt_campbell@questsys.com		(800) 326-4220	9000 Foothills Blvd #100	Roseville	CA	95747
Questyme USA	Musa Safi	musa@qstgo.com			1828 Snake River Road, Suite A	Katy	TX	77449
R & D Data Products, Inc.	Richard Diatlo	rdiatlo@rddata.com			4105 Route 1 South Monmouth Jct.		NJ	8852
R & L IT & Telecom Consultants	Ron Klink	ron@randlconsultant.com		5035167601	42-15 34th Ave Ste 3J	Long Island City	NY	11101
R.S. Knapp Co. Inc.	Keith McHugh	keithm@napconet.com		(201) 438-1500	1000 Wall Street West	Lyndhurst	NJ	7071
R2 Unified Technologies	David Bester	david.bester@r2ut.com		(561) 515–6800	980 N Federal Hwy.	Boca Raton	FL	33432
Radiant Resources, Inc.	Marie Nielon	lois@radiantresources.com	WOSB	7326918725	524 Brighton Ave.	Spring Lake	NJ	7762
Rake Digital Company, LLC	Jennifer Eversole	jeversole@rakedigital.com		(540) 779-8522	115 East Calhoun St	Salem	VA	24153

RCN Technologies, LLC	Reed Perryman	reed@rcntechnologies.com	WOSB	8652930350	200 Jennings Avenue	Knoxville	TN	37917
RE Online Solutions	John Murabito	jm@reonline.com		800-533-9949	1980 Old Cuthbert Road	Cherry Hill	NJ	8034
Red River Technology LLC	George Shalhoub	George.shalhoub@redriver.com		6034488880	21 Water Street Suite 500	Claremont	NH	3743
Red Thread Spaces LLC	Wayne Orio	worio@red-thread.com		6174394900	100 Fordham Rd	Wilmington	MA	1887
Red8	Chris Hadley	chadley@insightinvestments.com		(866) 314-9272	611 Anton Blvd, Suite 700	Costa Mesa	CA	92626
Redline Networks, LP	Ivor Flannery	accounting@redlinenet.com		(972) 677-3600	2081 Hutton Drive, Suite 303	Carrollton	TX	75006
Rel Comm, Inc.	Joe Marasco	jmarasco@rcomm.com		585-697-5029	250 Cumberland Street	Rochester	NY	14605
Relevant AV Solutions	Greg Klimetz	greg@relevantavsolutions.com		850-291-3585	2370 North Palafox St, Building 2	Pensacola	FL	32501
Reverus Corporation	Patrick Dugan	pdugan@reverus.com			3 Tallow Wood Drive STE F1	Clifton Park	NY	12065
Richline Technical Services, LLC	Josh Richline	jrichline@richline.cc	SB	361-760-1000	114 N Mesquite St	Corpus Christi	TX	78401
Riverside Technologies	Erica Kallweit	ekallweit@1rti.com			748 N 109th Court	Omaha	NE	68136
RJ Young Technology Solutions	Chad Lagrone	chad.lagrone@rjyoung.com			730A Freeland Station Dr	Nashville	TN	37228
Robinett Consulting	John Robinett	john@robinett-consulting.com	VOSB	470-443-2010	700 Manassas St Suite 300	Hampton	GA	30228
Royal Eagle Project Management and I	Isaac Nyang	inyang@theroyaleagle.com	MO	848-228-0842	100 Horizon Center BLVD, room 211	Hamilton Township	NJ	8515
RPG Squarefoot Solutions	Mark Kadonoff	mkadonoff@rpg.com			320 Second Street	Laurel	MD	20707
Rugged Development LLC	Jesse Stefko	jstefko@ruggeddevelopment.com		4806000257	2218 E. Granite Circle	Messa	AZ	85204
Rugged Solutions America, LLC DBA Ru	Claes Adler	claes@ruggeddepot.com	SB	2813055007	27060 Decker Prarie Rosehill Rd	Magnolia	TX	77355
RUSD Solutions	Raj Somas	raj.somas@rusdsolutions.com	Certified MOSB	201-497-4474	PO BOX 404	Tappan	NY	10983
SAFARI MICRO INC.	Matt Kozlowski	matt.kozlowski@safarimicro.com		480-536-6265	2185 W Pecos Rd STE 9	Chandler	AZ	85224
SAI Enterprises Inc	Ajay Rangu	ajay@saiamerica.com			1500 District Ave	Burlington	MA	1803
Saitech Inc.	Sam Sharma	sam@esaitech.com	SDB	5104400256	42640 Christy St	Fremont,	CA	94566
Saitech Inc.	Sam Sharma	sam@esaitech.com	SDB	5104400256	42640 Christy St	Fremont,	CA	94566
SATURN BUSINESS SYSTEMS	George Pappas	gpappas@saturnb2b.com	MBE	2125578134	228 E 45th St	New York	NY	10017
SATURN BUSINESS SYSTEMS	George Pappas	gpappas@saturnb2b.com	MBE	2125578134	228 E 45th St	New York	NY	10017
Savant Solutions	Caleb Kwong	caleb@savantsolutions.net	SB, MOSB, HubZone	916.836.8182	1007 7th St. 5th Floor	Sacramento	CA	95814
SCT SOCAL Technology	Michael Navarro	mnavarro@socal.technology		(805) 618-8884	2100 Goodyear Ave. Suite 5	Ventura	CA	93003
SD3IT, LLC	Jan Martin	Jan.Martin@sd3it.com	HUBZone, EDWOSB, W	(202) 899-1251	9207 Parthenon Pl.	Seffner	FL	33584
SD3IT, LLC	Jan Martin	Jan.Martin@sd3it.com	HUBZone, EDWOSB, W	(202) 899-1251	9207 Parthenon Pl.	Seffner	FL	33584
Seamless Advanced Solutions	Ivy Sheppard	isheppard@sas-us.com		5126957590	12600 Hill Country Blvd. Suite R-275	Bee Cave	TX	78738
Sector, LLC	Ryan Surber	ryan@sectorgearusa.com		5157188990	510 Elm Street	West Des Moines	IA	50265
SecurEdge	Philip Wegner	pwegner@securedgenetworks.com			2459 Wilkinson Blvd, Suite 220	Charlotte	NC	28208
Sedara, LLC	Darrick Kristich	darrick.kristich@sedarasecurity.com			77 Goodel St Ste. 420	Buffalo	NY	14203
Sehi Computer Products, Inc.	Carol Taylor	Carolt@sehi.com			2930 Bond Street	Rochester Hills	MI	48309
SenCommunications	Stacie Miller	smiller@sencomm.com	WOSB, HUBZone	8134365015	912 Chad Lane	Tampa	FL	33619
Seneca Biztek	Chris Reed	chris@senecabiztek.com	NAO SDVO MO SB	7164538801	749 Broad St Ste 102	Salamanca	NY	14779
Sentinel Technologies Inc	Rob Bodie	rbodie@sentinel.com			2550 Warrenville Road	Downers Grove	IL	60515
Sentinel Technologies Inc	Kevin Koski	kkoski@sentinel.com			2550 Warrenville Road	Downers Grove	IL	60515
SEQUEL DATA SYSTEMS, INC.	Jonathan Clifton	jonathan.clifton@sequeldata.com		512-918-8841	11824 Jollyville Rd. Suite 400	Austin	TX	78759
SereneIT	Greg Tinker	greg.tinker@sereneits.com			13010 Morriss Road Bldg 1 STE 150	Milton	GA	30004
Share Tech Solutions LLC	Mark Evans	mark.evans@sharetechsolutions.com			P.O. Box 84	Annadale	VA	22003
SharePoint Xperts	Rob Manfredi	robm@sharepointxperts.com			11210 Sunset Hills Dr. Suite 600	Reston	VA	20190
SHI Government Solutions, Inc	Katelyn Rispoli	katelyn_rispoli@shi.com	Women Owned; Minor	888-764-8888	290 Davidson Ave	Somerset	NJ	8873
ShireWire Global Sales and Distributior	Tony Manca	tmanca@shirewire.com		4138858225	184 Northampton Str Ste 302	Easthampton, Ma, 01027		
Signature Technology Solutions	Michael Agboh	magboh@signature-tech.com	SBMO	877-645-4100	32455 W. 12 Mile Road, Unit 3061	Farmington Hills	MI	48333
Silversky	Robin Camarero	rcamarero@silversky.com		203-541-3429	3015 Carrington Mill BLVD, Suite 400	Morrisville	NC	27560
Silversky Inc FKA BAE Systems Applied	Clark Easterling	ceasterling@silversky.com		2035413429	440 Wheelers Farms Rd Suite 202	Milford	CT	6461
SimpleCom - Simple Communications T	Brian Mckeon	brian@simplecom.pro		7048392468	5582 Harrisburg Industrial Park Drive	Harrisburg	NC	28075
SimpleCom - Simple Communications T	Brian Mckeon	brian@simplecom.pro		7049959224	5582 Harrisburg Industrial Park Drive	Harrisburg	NC	28075
SimpleCom - Simple Communications T	Brian McKeon	brian@simplecom.pro		7049959224	5582 Harrisburg Industrial Park Drive	Harrisburg	NC	28075
Single Source IT	Jo Frechtnicht	jo@ss-it.com	SB, MO, EDGE	6147849738	4889 Sinclair Rd Suite 103	Columbus	OH	43229
Sirius Computer Solutions, Inc.	Bonnie Cerrito	bonnie.cerrito@siriuscom.com		2103698000	10100 Reunion Place Blvd, Suite 500	San Antonio	TX	78216
Sky Communications Inc.	William Bouie	bill.bouie@skycomglobal.com			6101 Long Prarie Rd, suite 744-162	Flower Mound	TX	75028
SMS Tech Solutions	Sally Shorb	sally@smstechsolutions.com		8006567702	7427 Matthews Mint Hill Rd., Ste 105 #360	Mint Hill	NC	28227
Softchoice Corporation	David Butkiewicz	david.butkiewicz@softchoice.com			314 W Superior Street Suite 400	Chicago	IL	60654

Solid IT Networks, Inc.	Christine Feddern	cfeddern@soliditnetworks.com	SB	6039736178	16507 Hedgecroft, Ste 100	Houston	TX	77060
Solutions by HiTech	Austin Beckett	Austin.Beckett@SolutionsByHiTech.com		318-232-2703	316 E. Georgia Ave	Ruston	LA	71270
Solutionz, Inc	Barry Green	bgreen@solutionzinc.com			901 Birngham Ave	Los Angeles	CA	90049
Solutionz, Inc.	Kristin Deprospero	kdeprospero@solutionzinc.com			901 Birngham Ave	Los Angeles	CA	90049
Source Inc of Missouri dba Source Inc	Chris Sieders	csieders@sourceinc.com			6840 Silverheel	Shawnee	KS	66226
Source One Technology, Inc.	Mark Duerwachter	mduerwachter@sourceonetechnology.com		(262) 432-9000	333 Bishops Way Ste 120	Brookfield	WI	53005
SouTech	Mairim Machado	mmachado@soutech-group.com	SB	7865041015	990Biscayne Blvd Ste 501	Miami Beach	FL	33132
Southeast Security	Joe Lentine	Jlentine@southeastsecurity.com			1385 Wolf Creek Trail	Sharon Center	OH	44274
Southern Computer Warehouse, Inc	Valerie State	valerie.state@scw.com		7705798927	1395 S Marietta Pkwy, building 300 suite 108	Marietta	GA	30067
Southland Technology	Jerri Canfield	jcanfield@southlandtechnology.com		8586940932	8053 Vickers St	San Diego	CA	92111
SOVA, Inc.	Gene Esposi	gene@sova.com		5708999697	48 S Main St	Pittston	PA	18640
Spectrum Virtual	Charles Baudinet	cbaudinet@spectrumvirtual.com		2033037540	55 Realty Drive, Suite 315	Cheshire	CT	6410
Spinitar - Presentation Products	Jay Rogina	Jay.Rogina@spinitar.com		714-367-2900	16751 Knott Ave.	La Miranda	CA	90638
Square Shared	David Krugkov	david@sharesquared.com	SB	800-445-1279	2155 Verdugo Blvd. #33	Montrose	CA	91020
SSP Data			MB, SB	5102153438	1304 S 51st Street	Richmond	CA	94804
Stack Lynk	Whit Smith	whit.smith@stacklynk.com	wosb	8434507806	329 Commerce St	Cenyterville	TX	75833
Starlight Technology	Carson Giller	carson@starlighttechnology.com			15940 Austin St NE	Ham Lake	MN	55304
Statstar	Carlyn Davis	carlyn.davis@satstar.com		919-575-4600	410 Central Avenue Butner	Butner	NC	27509
Steepmeadow Solutions, LLC	Steven Sharpless	ssharpless@steepmeadow.com	SB	4097611663	360 Nueces #4104	Austin	TX	78701
STEP CG, LLC	Jim West	jwest@stepcg.com			525 W. 5th Street Suite 332	Covington	KY	41011
Stepopp	Kamran Abdullayev	kamran@stepopp.com		617-415-6496	1 Westinghouse Plaza, Suite A-207	Boston	MA	02136
Sterling Computers Corporation	Lynette Lambing	lynette.lambing@sterlingcomputers.cc	WOSB	6052424017	303 Centennial Drive	North Sioux City	SD	57049
STK Consulting & Services Inc.	Sergi Ghai	sergi@stkservices.com	HUBZone	2029030214	425 L Street NW .#1218	Washington	DC	20001
Stoic 7 LLC	Prentice Sams	psams@stoic7.com	MBE	8165350098	8009 E 130th Ct	Grandview	MO	64030
Strategence Technology	Douglas Ditta	accountmanagement@strategencetec	SB	7324447064	331 Newman Springs Rd Bldg 1, 4th floor, suit	Red Bank	NJ	7701
Strategic Communications	Chris Mills	cmills@yourstrategic.com	WOSB, SB	844-243-2053	310 Evergreen RD	Louisville	KY	40243
Structured	Casey Richmond	crichmond@structured.com		(503) 513-9979	12901 SE 97th Ave., Suite 400	Clackamas,	OR	97015
Sun Management	Joe Noonan	joe@sunmanagement.net			2000 14th St N Suite 770	Arlington	VA	22201
Supreme Radio Communications, Inc	Dave Lander	dlander@supremeradio.com	SB	309-682-0831	4017 N. Prospect Rd.	Peoria Heights,	IL	61616
Switch Technologies Inc	Marcus Luck	sales@switchtechnologies.com		631-228-4405	PO Box 5529	Rocky Point	NY	11778
Sychronous Tech	Rick McLaughin	RMcLaughlin@Synch-Tech.com	SB	253-279-1542	7214 26th St E Suite C104	Fife	WA	98424
Symbiote IT Solutions	Matthew Hinton	matthew@symbiotesolutions.com			2250 Wilma Rudolph BLVD, suite F	Clarksville	TN	
Synacktek LLC	Mike Bates	mike@synacktek.cm		2035452838	4 Research Drive Suite 402	Shelton	CT	6484
SYNC Information Services, LLC dba IoT	William Willis	william.willis@reseller.siscs.net		5717629365	7288 Hanover Green Dr	Mechanicsville	VA	23111
Syndesi Solutions	Robert Hubbs	rhubbs@syndesisolutions.com		256-867-4135	115 West Market St	Athens	AL	35611
SYNERCOMM, INC.	Kirk Hanratty	Kirk.Hanratty@synercomm.com		262-373-7100	3265 Gateway Road, Suite 650	Brookfield	WI	53045
SYNERGY IT SOLUTIONS	Jim Kelley	jkelley@synergyits.com			7871 Lehigh Crossing Suite 1	Victor	NY	14564
System Liquidation	Rohit Gera	roy@systemliquidation.com		908-668-0008	1652 South 2nd Street	Plainfield	NJ	07063
System Tech Inc	Austin Howell	austin@systemtech.us			2854 S. Featherly Way	Boise	ID	83709
SYSTEMS MANAGEMENT/PLANNING	Daniel Crist	dcrist@smp-corp.com			1020 John Street	West Henrietta	NY	14586
T & G Industries, Inc.	Ed Carroll	ecarroll@tgioa.com@tgioa.com			120 3rd Street	Brooklyn	NY	11231
Taking Shape LLC dba Direct Supply So	Nancy Piscane	nancy@directsupplysolutions.com	WO SB	7604315403	5120 El Arbol	Carlsbad	CA	92008
TalkATG	Mark Smith	Mark.Smith@talkatg.com	MOWO	2165138864	3621 N Everbrook Ln Ste 5	Muncie	IN	47304
Tanches Global Management, Inc.	Tanaz Choudhury	tanaz@tanches.com	HUBZone, DIR, CMBL, M	281-826-2437	10804 Roark Rd	Houston	TX	77099
Tate Computer Systems	Sylvester Tate	state@tatecomputersystems.com			3800 Hacks Cross Road, Suite 103	Memphis	TN	38125
TBNG Inc, d/b/a TBNG Consulting	Mike Metillo	mmelillo@tbngconsulting.com		2038749607	500 Boston Post Rd	Milford	CT	6460
Team 29B	Aileen Ryab	aileen@team29b.com		(410) 703-2913	4157 Mountain Road #207	Pasadena	MD	21122
Tech Heads, Inc	Landy Kindle	landyk@techheads.com			7070 SW Fir Loop	Portland	OR	97223
Tech Innovation	Bill Smith	bsmith@techinnovation.com		888-510-4649	9325 Uptown Drive, Suite 900	Indianapolis	IN	46256
Tech Power Solutions Inc	Glen Jones	glen.jones@techpowerusa.com			14656 NE St	Redmond	WA	98052
Technica Corporation	Tabitha Fletcher	tfletcher@technicacorp.com		703-662-2000	22970 Indian Creek Drive, Suite 500	Dulles	VA	20166
Technology Group Solutions LLC DBA T	Richard Long	rlong@tgs-mtc.com	Certified MOSB; WOSB	864-447-5631	5845 Collections Center Dr	Chicago	IL	60693
TechnologyWest DBA Interactivewest	Gere Fourney	gene@technologywest.io	SB	9705791585	750 Main St Suite 1500	Grand Junction	CO	81501
TechPower Solutions, Inc	Glen Jones	glen.jones@techpowerusa.com		4259793224	14656 Ne 95th St	Redmond	WA	98052

Techworks Consulting	Thomas Lohr	tom@maketechwork.com			760 KOEHLER AVENUE, UNIT 3	RONKONKOMA	NY	11779
Tego Data	Hatcher Kincheloe	hkincheloe@tegodata.com			1801 Glenwood Ave. #3	Raleigh	NC	27608
Tego Data Systems	Dianna Smith	dsmith@tegodata.com			1801 Glenwood Ave #3	Raleigh	NC	27608
Telecom Technologies	Nick Nielsen	nnielsen@telecom-tech.com	SBE	651-456-5800	2935 W. Service Rd.	Eagan	MN	55121
Telrepco	Robin Manginelli	rmanginelli@telrepco.com	SBE	203-284-5226	101 North Plains Industrial Rd	Wallingford	CT	6492
Telsolv, LLC	Staci Chisum	stacy.chisum@mobilitycg.com	Certified WOSB (WBE2	888-378-1008	6485 Shiloh Rd B200	Alpharetta	GA	30005
Tempest Telecom Solutions, LLC	Richard Smith	rsmith@tempesttelecom.com			136 W Cannon Perdido Ste 100	Santa Barbara	CA	93101
Teracai	Chris Spaulding	chris.spaulding@teracai.com		3158833565	217 Lawrence Rd East	Syracuse	NY	13212
The eConsortium Group	Sonal Malhotra	sonal@econsortium.com		7132488092	2401 Fountain View Dr. Suite 920	Houston	TX	77057
The Fulcrum Group Inc	David Johnson	sales@fulcrumgroup.net			5751 Kroger Dr. STE 279	Fort Worth	TX	76244
The Personal Computer Store, Inc. dba	John Crockett	crockett@avinext.com			1400 University Drive E	College Station	TX	77840
The Repair Depot LLC	Billy Bean	billy@therepairdepot.com	WOSB	4055337942	1337 S Western Rd	Stillwater	Ok	74074
The Utility Company of East TN, DBA T	Dawn Bouch	dawn@trytuc.com	WOBE	4232829348	3080 Hwy 75 suite 6	Blountville	TN	37617
Think IT AI	Charles Elliott	charles@thinkitai.com			2529 Central Avennue	St. Petersburg	FL	33713
Thornburg Computer Services	Brett Hanson	bret.hanson@thornburgcs.com		4258185252	4168 B PL NW	Auburn	WA	98001
Tiber Creek Consulting	Keith Bond	keith.bond@tibercreek.com			10130 Mallard Creek Rd suite 300	Charlotte	NC	28262
Titanium Supply Co	Michael Lombardo	Mlombardo@titaniumsupply.com		847-223-4600	888 E. Belvedere RD, STE 104	GraysLake	IL	60030
Titanium Supply Co	Michael Lombardo	Mlombardo@titaniumsupply.com	SB	847-223-4600	888 E. Belvedere RD, STE 104	GraysLake	IL	60030
Tixzy Sencomm Inc dba Sencommunic	Dayo Olabisi	dayo.olabisi@tixzy.com	SB, WO, VO, MO	813-436-5039	9208 Florida Palm Drive	Tampa	FL	33619
TommyTQL	Thomas Macak	tmacak@tommytql.com		(360) 562-0502	107 Spring St	Seattle	WA	98104
Total Tech International Inc	Ken Hamiliton	khamilton@1totaltech.com	MO	858 764 5191	10601-G Tierrasanta Blvd #225	San Diego	CA	92124
TRACE3, LLC	Dustin Johnson	dustin.johnson@trace3.com		949.398.7121	7565 Irvine Center Drive	Irvine	CA	92618
Trebron Security LLC	Dave Peck	DPeck@Trebron.com	DLP	6178943814	PO Box 68	Strasburg	PA	17579
Triden Group	Reece Stone	reece.stone@tridengroup.com	Veteran owned	858-776-3945	7220 Trade Street	San Diego	CA	92127
Trifecta Networks	John Medaska	jm@trifectanetworks.com			4027 Tampa Rd, Suite 3900	Oldsmar	FL	34677
TriOrb Solutions	Joseph Hall	joehall@triorbsolutions.com	SDVOSB, MBE, DBE, HU	8338746727	7457 Aloma Avenue, Suite 305	Winter Park, Fl		
Trivad, Inc.	Fil Gonzalez	fgonzalez@trivad.com	WOSBMO	650.286.1086	1350 Bayshore Hwy Suite 450	Burlingame,	CA	94010
Trivoshop	Peter Arshi	PARSHI@TRIVOSHOP.COM			1910 Thomas Ave	Cheyenne	WY	82001
TSA, Inc. / Technical & Scientific Applic	Jeffrey Long	jeff.long@tsa.com		205-421-4934	1855 Data Drive, STE 100	Hoover	AL	35244
TSM Consulting Services, Inc	Rick Meyers	rickm@tlets.com		(972) 961-7911	219 Rockbrook Dr.	Rockwall	TX	75087
Ultra Strobe Communications, Inc	Rob Cruise	rob@ultrastrobe.com	SB	815-479-1717	748 Tek Dr Crystal Lake		IL	60014
Unistar-Sparco Computers, Inc.	Eduardo Perez-Glez	ed@sparco.com			7089 Rybum Drive	Millington	TN	38053
United Business Machines, Inc	Doris Green	dagreen@ubti.com		877-917-0100	9218 Gaither Rd.	Gaithersburg	MD	20877
UNITED DATA TECHNOLOGIES INC. / U	Fernando Fernandez	Ffernandez@udtonline.com			2900 Monarch Lakes Blvd, Suite 300	Miramar,	FL	33027
UNITED DATA TECHNOLOGIES INC. / U	Cinthya Beato	cbeato@udtonline.com		9543085100	2900 Monarch Lakes Blvd, Suite 300	Miramar	FL	33027
Upstate Wholesale Supply, inc. DBA Br	Lindsey Cooksey	lcooksey@britecomputers.com		585-869-6000	7647 Main Street Fishers	Victor	NY	14564
Utra Strobe	Rob Cruise	rob@ultrastrobe.com	SB	8154791717	748 Tek Dr	Crystal Lake	Il	60014
V3 Gate	Oscar Valedez, Jr.	ovaldez@v3gate.com			555 Middle Creek Parkway #120	Colorado Springs	CO	80921
Valcom Salt Lake City, LLC DBA VLCM	Matt Shelley	mshelley@vlcm.com		800-817-1504	852 E. Arrowhead Lane	Salt Lake City	UT	84107
Valcom Salt Lake City, LLC DBA VLCM	Matthew Shelley	mshelley@vlcm.com		8012629277	852 E Arrowhead Ln	Salt Lake City	UT	84107
V-AM.CO, LLC DBA Mobile Edge Team	Sean Crowley	Sean@MobileEdge.US		818-262-2114	2221 Justin Road	Flower Mound	TX	75028
Vandis Inc.	Max Slygh	NCPAcontract@vandis.com		5182812200	1 Albertson Ave.	Albertson	NY	11507
Vanguard Computers, Inc.	Deb Smith	deb.s@vanguardinc.com		262-317-1900	13100 W. Lisbon Rd	Brookfield	WI	53005
Vector Resources, Inc.	Mark Allen	mallen@vectorusa.com		310-436-1000	20917 Higgins Ct	Torrance	CA	90501
Vector Tech Group	Jon Novakowski	jnovakowski@vectortechgroup.com		6162681700	170 Veterans Drive	Holland	MI	49423
Velocity Network	Matt Wiertel	Matt.Wiertel@velocitynetwork.net		8148339111	121 West 10th St	Erie	PA	16501
Veristor Systems, Inc.	Murray Granger	murray.granger@veristor.com		(678) 990-1593	4850 River Green Parkway	Duluth	GA	30096
Verteks Consulting, Inc	John Childers	jchilders@verteks.com		3524010909	2100 Sw 22nd Place	Ocala	FL	34471
Vestige Information Technology LLC	Marlon Nichols	marlon@vestigeit.com			23 Berleley St	Surrey	ND	
ViewTech Group, LLC	Susie Beaubien	susie.beaubien@viewtechgroup.com	WBE, WOSB, HUBZone	817-717-9600	1332 Crampton St.	Dallas	TX	75207
VineSTAR Technology Group	Lawrence Segovia	lsegovia@vinestargroup.com		951-217-3242	34428 Yucaipa Blvd, E245	Yucaipa	CA	92399
Virtucom	Tim Prince	tprince@virtucom.com	WO	(770) 908-8100	5060 Avalon Ridge Pkwy, Suite 300	Peachtree Corners	GA	31909-1695
Vision 21 Solutions, LLC	Rick White		SBA, WOSB	510-346-0300	P.O. Box 598	Lakewood	CA	90714-0598
Vision Communications Co.	Merri Ann Smart	m-smart@2viscom.com	WOSB	(510) 346-0300	PO Box 593	Lakewood	CA	90714-0598

Visuanics LLC	Adrian Reed	AdrianR@visuanics.com	MODBE	3059340975	1360 Collins Ave Unit 204	Miami Beach	FL	33139
Vivacity Tech PBC	Eli Maloley	eli@vivacitytech.com			505 W Minnehaha Ave Suite 100	Saint Paul	MN	55103
Vology	Ceilia Lee	CLee@vology.com		8138185268	15950 Bay Vista Drive	Clearwater	FL	33760
Vox	Scott Landis	slandis@voxns.com		650-989-1082	130 Produce Ave, Suite 130	South San Francisco	CA	94080
VPLS Solutions	Kevin Tsai	quotes@vplssolutions.com			1744 W. Katella Ave. Suite 250	Orange	CA	92867
VSpine Networks & Advisors, LLC	Vin Spinelli	vin@vspinenetworks.com	VOSB	8568732282	206 Wilson Road	Turnersville	NJ	8012
vTECH io	Christopher McDaniel	Chris.McDaniel@vtechio.com		239-431-0067	2338 Immokalee Rd	Naples,	FL	34120
vTECH io	Anisha Vataliya	Anisha.V@vTechsolution.com			1100 H st NW suite 750	Washington	DC	20005
Washington Computer Service	Jeff Singer	Jeff.Singer@washcomp.com		2129979882	225 West 35th Street 17 Floor	New York	NY	10001
WaveStrong, Inc.	Dan Joslin	danjoslin@wavestrong.com			5674 Stoneridge Drive Suite 225	Pleasanton	CA	94588
WB Mason	Dan Orr	dan.orr@wbmason.com			59 Centre Street	Brockton	MA	2301
We Did IT Consulting	Steven Espinal	steven.espinal@wediditconsulting.com	SDVOSB	(914) 705-1763	9201 Sunrise Lakes Blvd	Sunrise	FL	33322
Webhouse	Dan Kerning	dkerning@webhse.com	SDVOSB	516-764-6300	226 7th Street Suite 201	Garden City	NY	11530
Westcott Technologies Corp DBA Lock:	Wesley Greer	wgreer@lockstepgroup.com		6788600514	190 Technology Parkway Suite 125	Peachtree Corners	GA	30092
Westwind Computer Products Inc	Lupe Montoya	lupe@wwcpinc.com	SB, HUBZone, WOSB, M	5053454720	5655 Jefferson NE	Albuquerque	NM	87109
Whalley Computer Associates	Paul Whalley	pw@wca.com			One Whalley Way	Southwick	WA	1077
White- Harris	Bernard White	bwhite@white-harris.com			208 N Broadway	Glouster City	NJ	8030
White Rock Cyber Security	Odessa Criales-Smith	odessa@wrsecure.com			8533 Ferndale Rd. #101	Dallas	TX	75238
Wholesale Computer Exchange	Tom Quinn	tomq@wholesalecomputer.com	SB	2034598222	9 Trefoil Drive, First Floor	Trumbull	MD	
Wi-Fiber	Adair Grover	agrover@wi-fiber.us		2033769745	10951 Martingale Ct	Potomac	MD	20854
Wilson Office Interiors	Sandra Ramirez	sramirez@wilsonoi.com	SBA, WO, HUB	972-488-4109	1341 W Mockingbird Ln Suite 1100W	Dallas	TX	75247
Winslow Technology Group	Ed Palmer	epalmer@winslowtg.com		508-509-6998	303 WYMAN STREET SUITE 210	WALTHAM	MA	2451
Wireless Investors, LLC DBA Ensemble	Derek Wheeler	derek@ensemblesolutionsgroup.com		888-311-0601	1855 E Southern Ave Suite 215	Mesa	AZ	85204
Wireless Services Center Inc DBA MAC	Tanya Weido	tanya@machnetworks.com			1930 Palomar Point Way STE 104	Carisbad	CA	92008
Woodard Technologies and Investmen	Susie Smith	ssmith@twotrees.com		316.634.4306	200 North Emporia Ave, Suite 300	Wichita	KS	67202
Work Innovators LLC	Ese Aihie	ese.aihie@workinnovators.com		9727772080	4400 StateHwy 121 sTE 300	Lewisville	TX	75056
World Wide Technology Inc.	James Ewing	james.ewing@wwt.com		3149191411	1 World Wide Way	St. Louis	MO	63146
WrightCore	Matt Saier	msaier@wrightcore.com		6156103413	725 Cool Springs Blvd Suite 420	Franklin	TN	37067
XenTegra GOV	Harvey Green	harvey.green@xentegra.com	SB, MO	704-912-5158	PO Box 1954	Huntersville,	NC	28070
XenTegra LLC	Harvey Green	harvey.green@xentegra.com	SB, MO	704.912.5158	PO Box 1954	Huntersville,	NC	28070
Xerox Business Solutions	Nicole Dumouchel	nicole.dumouchel@xerox.com			201 Merritt 7	Norwalk	CT	6851
Xiologix LLC	Sheryl Still	sstill@xiologix.com			8050 SW Warm Springs St. Ste 100	Tualatin	OR	97062
XIT Solutions	Shawn Santerre	ssanterre@xitsolutions.com			1112 20th Steet	Bakersfield	CA	93301
Y&S Technologies	Mordy Finck	mordy@yandstech.com			383 Kingston Ave. Ste 357	Brooklyn	NY	11213
Yeo & Yeo Computer Consulting	Kimberly St. John	kimstj@yeoandyeo.com			5300 Bay Road, Suite 200	Saginaw	MI	48604
Zaphyr	James Ewing	james.ewing@wwt.com	MBE, SBE	973-560-9050	160 Littleton Rd., STE 205	Parsippany	NJ	7054
Zivaro	Carolina Palacios	contracts@zivaro.com		303-929-3982	3900 E. Mexico Avenue, Suite 1000	Denver	CO	80210
Zivaro Inc	Sean McCroskey	smccroskey@zivaro.com	SB	303-455-8800	3900 E Mexico Avenue, Suite 1000	Denver	CO	80210
Zunesis	Tom Savage	tom.savage@zunesis.com		7208805493	4B Inverness Ct. East Suite 100	Englewood,	CO	80112

Agenda Item 4.6

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Agreement with Lanlogic, Inc. for the Purchase of Information Technology Services and Related Equipment
Prepared by: Steve Windsor, Chief Information Security Officer

EXECUTIVE SUMMARY:

The City Council will consider approving a three-year agreement with Lanlogic, Inc. for the purchase of information technology services and related equipment.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the Agreement with Lanlogic, Inc. for Information Technology Services and Related Equipment.

FINANCIAL IMPACT:

The proposed agreement with LanLogic is not to exceed $450,000 over the three-year term. Funding for computer-related services and supplies is included in the Information Technology Internal Service Fund Budget approved by the City Council as part of the annual budget process.

DESCRIPTION:

The City uses consultants for information technology services and related equipment purchase and support. Over the last several years, the City has engaged Lanlogic, Inc. for these services and is pleased with their performance.

Over the last three years, the City has spent $395,947.41 for technology equipment monitoring, software support renewals, and Information Technology professional and contract services. The City's current contract expires June 30, 2023.

The Municipal Code requires a competitive bid process to be conducted to award a contract for these types of services. However, Section 2.36.100.B.9 of the City's Purchasing Policy provides an exemption to a competitive bidding process when another public agency has administered a

competitive bidding process and has a current valid agreement for the same or substantially similar consultant or professional services, general services, supplies or equipment.

Zone 7 Water Agency recently conducted an RFP process and selected Lanlogic, Inc. for similar services. Per the Municipal Code, the City will utilize Zone 7's competitive bid process and select Lanlogic, Inc. for the City's Information Technology Services and Related Equipment needs.

The attached three-year agreement provides for a not-to-exceed amount of $450,000 for a period of three years from July 1, 2023, to June 30, 2026. While this is more than what the City typically spends, Staff recommends leaving room for special projects and future work on new City facilities like the Cultural Arts Center and new cybersecurity software and hardware deployment.

STRATEGIC PLAN INITIATIVE:

Strategy 3: Infrastructure Maintenance and Reinvestment
Objective B: Provide on-going condition assessments of aging city facilities and assets.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving the Agreement with Lanlogic, Inc. for Information Technology Services and Related Equipment
2) Exhibit A to the Resolution - Consulting Services Agreement Between the City of Dublin and Lanlogic, Inc.
3) Zone 7 Award Contract
4) Zone 7 Request for Proposal (RFP)

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE AGREEMENT WITH LANLOGIC, INC. FOR INFORMATION TECHNOLOGY SERVICES AND RELATED EQUIPMENT

WHEREAS, the City engaged Lanlogic, Inc. (Consultant) in prior years to perform information technology infrastructure planning, architecture, design, and deployment services, support, as well as related equipment; and

WHEREAS, the City's most recent engagement with the Consultant for the purchase of information technology services and related equipment is set to expire on June 30, 2023; and

WHEREAS, the City desires to enter into a new three-year Agreement for the purchase of information technology services and related equipment beginning July 1, 2023 and ending June 30, 2026; and

WHEREAS, Section 2.36.100(B)(9) of the Dublin Municipal Code allows for exceptions to the typical public bidding process when the City can procure items from a competitive bid process administered by another public agency; and

WHEREAS, Zone 7 Water Agency has recently completed a Request for Proposal (RFP) competitive bid process whereby it selected and entered into an agreement with Lanlogic, Inc. for substantially similar consultant or professional services, general services, supplies or equipment; and

WHEREAS, the Agreement contains a not to exceed amount of $450,000 for that three-year period; and

WHEREAS, Section 2.36.090 of the Dublin Municipal Code requires City Council approval of equipment and services with a cost greater than or equal to forty-five thousand dollars ($45,000).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the consulting services agreement with Lanlogic, Inc, as attached hereto as **Exhibit A** to the Resolution.

BE IT FURTHER RESOLVED that the City Council of the City of Dublin hereby authorizes and delegates authority to the City Manager to approve the consulting services agreement with Lanlogic, Inc. as provided for by Section 2.36.100(B)(9) of the Dublin Municipal Code.

{Signatures on the following page}

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF DUBLIN AND LANLOGIC, INC. FOR THE PURCHASE OF INFORMATION TECHNOLOGY SERVICES AND RELATED EQUIPMENT

THIS AGREEMENT for consulting services is made by and between the City of Dublin ("City") and Lanlogic, Inc. ("Consultant") (together sometimes referred to as the "Parties") as of July 1st, 2023 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30th, 2026, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month-to-month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.

1.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that the City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Consultant's obligations hereunder.

1.5 [Intentionally Delated].

1.6 [Intentionally Delated].

Section 2. COMPENSATION. City hereby agrees to pay Consultant a not to exceed sum of $450,000. Notwithstanding any contrary indications that may be contained in Consultant's proposal, for

services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit B, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 **Invoices.** Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. No individual performing work under this Agreement shall bill more than 2,000 hours in a fiscal year unless approved, in writing, by the City Manager or his/her designee. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- A copy of the applicable time entries or time sheets shall be submitted showing the following:
    - Daily logs of total hours worked by each individual performing work under this Agreement
    - Hours must be logged in increments of tenths of an hour or quarter hour
    - If this Agreement covers multiple projects, all hours must also be logged by project assignment
    - A brief description of the work, and each reimbursable expense
- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder;
- The Consultant's signature;
- Consultant shall give separate notice to the City when the total number of hours worked by Consultant and any individual employee, agent, or subcontractor of

Consultant reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Consultant and City. Such notice shall include an estimate of the time necessary to complete work described in Exhibit A and the estimate of time necessary to complete work under any other agreement between Consultant and City, if applicable.

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 **Final Payment.** City shall pay the last 10% of the total sum due pursuant to this Agreement within 60 days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.

2.4 **Total Payment.** City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.6 **Reimbursable Expenses.** Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the normal billing and compensation provided under this Agreement.

2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 **Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation.

4.1.1 General Requirements. Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Consultant may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the Consultant, its employees, agents, and subcontractors.

4.1.2 Submittal Requirements. To comply with Subsection 4.1, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section; and

b. Waiver of Subrogation Endorsement as required by the section.

4.2 Commercial General and Automobile Liability Insurance.

4.2.1 General Requirements. Consultant, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $1,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $1,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including without limitation, blanket contractual liability and the use of owned and non-owned automobiles.

4.2.2 Minimum Scope of Coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 Additional Requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired, or borrowed by the Consultant.

c. Consultant hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation.

d. For any claims related to this Agreement or the work hereunder, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

4.2.4 Submittal Requirements. To comply with Subsection 4.2, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section;

c. Waiver of Subrogation Endorsement as required by the section; and

d. Primary Insurance Endorsement as required by the section.

4.3 Professional Liability Insurance.

4.3.1 General Requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than $2,000,000 covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall not exceed $150,000 per claim.

4.3.2 Claims-Made Limitations. The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least 3 years after completion of the Agreement or the work, so long as commercially available at reasonable rates.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant shall purchase an extended period coverage for a minimum of 3 years after completion of work under this Agreement.

d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

4.3.3 **Submittal Requirements.** To comply with Subsection 4.3, Consultant shall submit the Certificate of Liability Insurance in the amounts specified in the section.

4.4 **All Policies Requirements.**

4.4.1 **Acceptability of Insurers.** All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.4.2 **Verification of Coverage.** Prior to beginning any work under this Agreement, Consultant shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Consultant by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Consultant beginning work, it shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.4.3 **Deductibles and Self-Insured Retentions.** Consultant shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.4.4 **Wasting Policies.** No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.4.5 **Endorsement Requirements.** Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.4.6 **Subcontractors.** Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.5 **Remedies.** In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;

- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or

- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES. Refer to the attached Exhibit C, which is incorporated herein and made a part of this Agreement.

Section 6. STATUS OF CONSULTANT.

6.1 Independent Contractor. At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. This Agreement shall not be construed as an agreement for employment. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Consultant further acknowledges that Consultant performs Services outside the usual course of the City's business; and is customarily engaged in an independently established trade, occupation, or business of the same nature as the Consultant performs for the City and has the option to perform such work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 Consultant Not an Agent. Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 Governing Law. The laws of the State of California shall govern this Agreement.

7.2 Compliance with Applicable Laws. Consultant and any subcontractors shall comply with all laws and regulations applicable to the performance of the work hereunder, including but not limited to, the California Building Code, the Americans with Disabilities Act, and any copyright, patent or trademark law. Consultant's failure to comply with any law(s) or

regulation(s) applicable to the performance of the work hereunder shall constitute a breach of contract.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 **Termination.** City may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

8.2 **Extension.** City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.3 **Amendments.** The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 **Assignment and Subcontracting.** City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but are not limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or

8.6.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications,

records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 **Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.

9.3 **Inspection and Audit of Records.** Any records or documents that Subsection 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 **Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 **Venue.** In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 **Use of Recycled Products.** Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.7 **Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous 12 months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

At City's sole discretion, Consultant may be required to file with the City a Form 700 to identify and document Consultant's economic interests, as defined and regulated by the California Fair Political Practices Commission. If Consultant is required to file a Form 700, Consultant is hereby advised to contact the Dublin City Clerk for the Form 700 and directions on how to prepare it.

10.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.9 **Contract Administration.** This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.10 **Notices.** Any written notice to Consultant shall be sent to:

Lanlogic, Inc.
Att: Dan Ferguson
248 Rickenbacker Circle
Livermore, CA 94551

Any written notice to City shall be sent to:

City of Dublin
Att: Steve Windsor
100 Civic Plaza
Dublin, CA 94568

10.11 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A, B, and C represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule & Reimbursable Expenses
Exhibit C	Indemnification

10.12 **Counterparts and Electronic Signatures.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement. Counterparts delivered and/or signatures executed by City-approved electronic or digital means shall have the same force and effect as the use of a manual signature. Both Parties desire this Agreement to be electronically signed in accordance with applicable federal and California law. Either Party may revoke its agreement to use electronic signatures at any time by giving notice to the other Party.

10.13 **Certification per Iran Contracting Act of 2010.** In the event that this contract is for one million dollars ($1,000,000.00) or more, by Consultant's signature below Consultant certifies that Consultant, and any parent entities, subsidiaries, successors or subunits of Consultant are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN

Linda Smith, City Manager

Attest:

Marsha Moore, City Clerk

Approved as to Form:

City Attorney

LANLOGIC, INC.

DocuSigned by:
Dan Ferguson
1E6A2ED5738E479...

Daniel L. Ferguson, President & CEO

3070368.1

EXHIBIT A

SCOPE OF SERVICES

Project/ Task Objectives and Requirements

- IT support of the City of Dublin network on task order basis as directed by the City

Scope of Work and Deliverables

The Consultant shall provide services and staff, and otherwise do all things reasonably necessary for or incidental to the performance of work, as set forth below:

- Network engineering and support services performed onsite and remotely
- Microsoft server and VMware engineering and support services
- IT project management
- Interface with City vendors including network carriers, the County of Alameda, contractors and other services as needed
- Staff augmentation during vacations and extended leaves
- Network infrastructure hardware and related equipment (examples - CISCO network Switches and Meraki Wifi Access Points)

The Consultant shall procure and deliver to City of Dublin the following:

- Documentation of any project
- Detailed time logs of all work performed
- Monthly billing of any services

The following are not included within this scope of service:

- Projects that have been authorized under a separate PO

EXHIBIT B

COMPENSATION SCHEDULE

Lanlogic, Inc. will guarantee the following hourly rates for the term of this agreement as follows:

Fiscal Years	2023-2024	2024-2025	2025-2026
T&M Hourly Network Engineer	$195.00	$201.00	$207.00
After Hours/Weekends	$292.00	$301.00	310.00
Note: Annual rate increases will not exceed CPI up to a maximum of 3%.			

The City shall pay the Consultant the amount noted above for the performance of all activities necessary for or incidental to the performance of work as set forth in this agreement. Consultant will provide invoices to the City on a monthly basis as requested by the City on an as needed basis.

EXHIBIT C

INDEMNIFICATION

Consultant shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, elected officials, employees, agents and volunteers from and against any and all liability, loss, damage, claims, expenses, and costs (including without limitation, attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Consultant's performance of the services called for or its failure to comply with any of its obligations contained in this Agreement, except such Liability caused by the sole negligence or willful misconduct of City.

Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to time, such duties of Consultant to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782.

The Consultant's obligation to defend and indemnify shall not be excused because of the Consultant's inability to evaluate Liability or because the Consultant evaluates Liability and determines that the Consultant is not liable to the claimant. The Consultant must respond within 30 days to the tender of any claim for defense and indemnity by the City. If the Consultant fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due the Consultant under and by virtue of this Agreement as shall reasonably be considered necessary by the City, may be retained by the City until disposition has been made of the claim or suit for damages, or until the Consultant accepts or rejects the tender of defense, whichever occurs first.

ITEM NO. 7b

ZONE 7 WATER AGENCY
Delivering Quality, Reliability and Safety

100 North Canyons Parkway
Livermore, CA 94551
(925) 454-5000

ORIGINATING SECTION: Administration
CONTACT: Osborn Solitei

AGENDA DATE: October 19, 2022

SUBJECT: Award a Contract for Information Technology and Supervisory Control and Data Acquisition (SCADA) Support Services

SUMMARY:

- Zone 7 currently contracts with Lanlogic, Inc., to provide Information Technology and SCADA support services and the current six-year contract value is $1,553,190. The contract expires on December 31, 2022.

- In accordance with the Agency's Purchasing Policy which allows procurement of professional services based on qualifications and experience (without a bidding process based on pricing), the selection of the consulting firm for the services was done through a competitive procurement process. A Request for Proposals (RFP) was issued on July 15, 2022, for Information Technology and SCADA Support Services. The RFP was advertised on the Agency's website. Two proposals were received.

- Upon review of the proposals, Lanlogic, Inc., was found to be best qualified vendor to provide IT and SCADA support services by the selection committee based on the evaluation criteria which includes the proposer's knowledge and relevant experience, understanding of the Agency's IT needs, approach, references, and costs.

- Staff, therefore, recommends awarding the contract to Lanlogic, Inc.

- The proposed action is in support of Strategic Plan Goal E: Effective Operations – provide the Agency with effective leadership, administration, and governance.

- Staff recommends that the Board authorize the General Manager to:

  - negotiate and execute a professional services agreement with Lanlogic, Inc., to provide IT services and SCADA support services for a three-year period (January 1, 2023, through December 31, 2025, for a contract amount not-to-exceed $848,689.

  - negotiate, execute, and amend as needed two optional one-year contract extensions based on satisfactory performance and increasing the total five-year contract value not-to-exceed amount of $1,457,764 as shown on the table below:

Period	Annual Amount
January 1, 2023 – December 31, 2023	$274,577
January 1, 2024 – December 31, 2024	$282,814
January 1, 2025 – December 31, 2025	$291,298
3-Year Contract Total	**$848,689**
January 1, 2026 – December 31, 2026	$300,037
January 1, 2027 – December 31, 2027	$309,038
5-Year Contract Total	**$1,457,764**

FUNDING:

For FY 2022-23 and FY 2023-24, funding for IT services is budgeted and available in Fund 100 – Water Enterprise Operations and Fund 200 – Flood Protection Operations, and for the remaining years, funding will be requested in the subsequent fiscal year budget.

RECOMMENDED ACTION:

Adopt the attached Resolution.

ATTACHMENT:

Resolution

ZONE 7
ALAMEDA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT

BOARD OF DIRECTORS

RESOLUTION NO.

INTRODUCED BY
SECONDED BY

Award a Contract for Information Technology and Supervisory Control and Data Acquisition (SCADA) Support Services

WHEREAS, the current Information Technology and SCADA support services provider is Lanlogic, Inc., and the current contract expires on December 31, 2022; and

WHEREAS, staff followed the Agency's Purchasing Policy allowing for procurement of professional services based on qualifications and experience, and advertised Request for Proposals for consulting services; and

WHEREAS, through a consultant selection process, Lanlogic, Inc., was determined to be the best qualified firm to provide these services and perform the required work; and

WHEREAS, Lanlogic, Inc., has satisfactorily provided these services in the past; and

WHEREAS, the proposed action is in support of Strategic Plan Goal E - provide the Agency with effective leadership, administration, and governance.

NOW, THEREFORE, BE IT RESOLVED, that the Zone 7 Board of Directors of the Alameda County Flood Control and Water Conservation District, does hereby authorize the General Manager to negotiate, execute, and amend as needed a professional services contract with Lanlogic, Inc., to provide professional Informational Technology and Supervisory Control and Data Acquisition (SCADA) support services for a three-year term (January 1, 2023 through December 31, 2025) for a contract amount not-to-exceed $848,689.

BE IT FURTHER RESOLVED that the General Manager is authorized to negotiate, execute, and amend as needed two optional additional one-year periods based on satisfactory performance, increasing the total five-year contract value not-to-exceed $1,457,764.

ADOPTED BY THE FOLLOWING VOTE:

AYES:

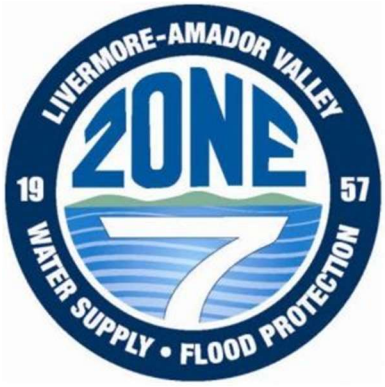
NOES:

ABSENT:

ABSTAIN:

I certify that the foregoing is a correct copy of a Resolution adopted by the Board of Directors of Zone 7 of the Alameda County Flood Control and Water Conservation District on October 19, 2022.

By: _____
President, Board of Directors



Request for Proposal (RFP)

Information Technology (IT) and SCADA Support Services

Zone 7 Water Agency
100 North Canyons Parkway
Livermore, CA 94551

Proposals Due: August 26, 2022
Contact: Karen Bartels, Buyer II
Phone: 925.454.5039
Email: kbartels@zone7water.com

ZONE 7 WATER AGENCY

RFP

IT and SCADA Support Services

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EXHIBITS

Exhibit A – Scope of Services Required
Exhibit B – Sample Services Agreement
Exhibit C – Exceptions or Deviations form

Introduction

Zone 7 Water Agency (Agency) is seeking proposals from qualified firms to provide Information Technology (IT) and Supervisory Control and Data Acquisition System (SCADA) Support Services. This Request for Proposal (RFP) describes the project, the required scope of services and the information that must be included in the proposal. Failure to submit information in accordance with the RFP's requirements and procedure may be cause for disqualification. A Proposal Review Team will review and evaluate the submittals and the Agency will enter into negotiations with the successful vendor to result in an Agreement for Services for the project.

The term of any contract awarded for these services will be for three (3) years beginning January 1, 2023, through December 31, 2025. The Agency reserves the right to extend the term of this contract for two (2) additional one-year terms subject to the review and recommendation of the General Manager.

The Proposal Evaluation Criteria is described in RFP Section – Responsiveness and Selection Process. Each proposal will be evaluated based on completeness and thoroughness of the responses with respect to the requested information.

Background

The Zone 7 Water Agency (Zone 7 or the Agency) is part of the Alameda County Flood Control and Water Conservation District, which is a dependent special district of Alameda County. Its mission is to deliver safe, reliable, efficient and sustainable water and flood protection services. It is governed by an elected seven-member Board of Directors. Zone 7 derives its revenues from property taxes, water sales, development fees, drainage fees, and interest. It has broad authority power to finance, construct and operate a system for the transportation, storage, treatment, and distribution of water. Zone 7 supplies wholesale water to four municipal customers, which are the City of Livermore, City of Pleasanton, Dublin-San Ramon Services District (DSRSD) and the California Water Service Company. These customers distribute the water to municipal and industrial customers.

Zone 7 employs approximately 100 full time staff at four separate sites. Those sites are connected through a Wide Area Network. Zone 7 is connected to the County of Alameda's central network for accounting, payroll, human resources and purchasing applications. Zone 7 has an administrative/business network and a completely separate Operational Technology (OT) Supervisory Control and Data Acquisition System (SCADA) network. Zone 7 has few dedicated information technology positions: an Associate Controls System Engineer, a Geographic Information Systems Analyst (currently vacant), and Instrument Technicians who focus on the Computerized Maintenance Management System (CMMS) - one position) and SCADA.

Zone 7 outsources full IT services to support its desktop, business and SCADA OT networks, application recommendations and information technology consulting. This role is currently supported by Lanlogic, Incorporated. The purpose of this RFP is solicit proposals and gain adequate information by which the Agency may evaluate the services offered by respondents in order to secure a new contract for those services.

Minimum Vendor Qualifications
The vendor shall have been in business performing IT and SCADA Support and supplemental IT Project related work for a minimum of five (5) years and shall have completed similar projects for other government agencies during the last three years. Vendor must provide all services from facilities within the continental U.S. and maintain a local office in the Tri-Valley area (comprising the cities of Pleasanton, Dublin and Livermore, CA).

Pre-Proposal Communications
If, upon review of this RFP, your firm intends to submit a proposal, please email the Agency's point of contact for this RFP, Karen Bartels, Buyer II at kbartels@zone7water.com by 5 p.m. on August 19, 2022, to confirm your intent to submit. Communications related to this RFP, including vendor-submitted questions, answers, addendums, and other vendor communications will be transmitted to the contact information provided in your initial notice.

Questions or comments regarding this RFP should be submitted in writing, via email to Karen Bartels, Buyer II at kbartels@zone7water.com no later than 5:00 p.m. on August 5, 2022 All responses to questions will be posted on the Agency's website under Construction & Business Opportunities on August 12, 2022.

Submission Requirements
ALL PROPOSALS ARE DUE VIA EMAIL BY 5:00 PM ON August 26, 2022.

Submittals should be directed to:
Karen Bartels, Buyer II
Email: kbartels@zone7water.com

Proposals must be submitted as a single document in PDF or MS Word format, via email with the subject line "**IT and SCADA Support Services**." Late proposals will not be considered.

For proposals to be considered complete, they must include the following:

- Title Page: including the subject of the proposal, the proposing company's name and postal address, the name, email address, and telephone numbers of a contact person, the date of the proposals, and signature of a duly authorized official representing the vendor.
- Table of Contents
- Executive Summary: should provide a summary of the firm's overall proposal, including the vendor's understanding of the project.
- Company Background: including the number of years actively providing professional services for IT and SCADA OT network services, location of office from which service will be provided, company's normal business hours [PST] for office-providing services and total number of employees.
- Qualifications: A description of the firm's qualifications and experience performing similar services. Vendor should have at least 2 Microsoft Certified Systems Engineer (MCSE) on staff. Additional preferred qualifications include Microsoft Mid-Market Solutions Provider Silver or better; VMware Solution Provider; and/or Veeam Partner.
- Staffing: A list of the proposed staff members who will be assigned to this project as well as their qualifications. Include bios for each proposed individual and indicate where each will be located and the percent of time each will be dedicated to support the Agency. The bios must identify any special skills each would bring to this engagement, including any relevant certifications.
- Insurance Requirements: A statement indicating whether the firm, in the event of award, would be able to provide insurance meeting or exceeding the requirements and acceptance of the Agency's standard Vendor agreement (Refer to Exhibit B, Appendix C)
- Exceptions or Deviations (Exhibit C): Use to indicate any exceptions and/or deviations to the terms and conditions or insurance requirements in Exhibit B.
- Description of any claims: lawsuits, or legal settlements your firm has had in the past and/or those that are currently pending
- References: A minimum of three (3) references, including at least one public agency for whom the vendor has provided similar services.
- Fee Schedule: showing any and all charges for performing the services in the proposed scope of work, expressed in both a hourly and annual basis
- Scope of Work: including a detailed description of services to be provided, the nature and level of support available, and transition plan, as applicable. The vendor may recommend other tasks that it deems appropriate to achieve the objectives set forth in this RFP.

Proposals shall be signed and dated by an authorized officer with a guarantee that the proposal will be valid for a minimum of 120 days. **Responses that do not include the content required in this section will be considered incomplete and will receive no further consideration.**

The preparation of the RFP will be at the total expense of the vendor. There is no expressed or implied obligation for the Agency to reimburse responding vendors for any expense incurred in the preparation of proposals in response to this RFP. All proposals submitted to the Agency shall become properties of Agency and will not be returned.

Current Environment – the current IT and OT environments are described below:

Technology

- There are approximately 23 Servers 56 desktops, 75 laptops. The Agency wishes to deploy field-based tablets in the future.
- Existing desktops and laptops are a mixture of Windows 7 and Windows 10 Professional.
- Server environment contains a mixture of operating systems 2003, 2008 R2, 2012R2, 2016, and 2019. The majority of servers are Windows 2012R2. The environment is built on Dell Server Hardware.
- Electronic mail is currently Office 365.
- The Agency's website is hosted externally.
- The Agency maintains 5 locations with Internet access and staff. AT&T OPT-E-Man circuits are used for all site connectivity.
- The Agency has two Domain Controllers at Headquarters, Del Valle, and Patterson Pass. The Domain Controllers are 2008 R2 and 2012 R2.
- The Agency's current virtual infrastructure is configured with VMware.
- Phone system – Mavericks
- Employees are provided VPN access using SonicWall Global VPN Client

Network

- Network switches and routers (primarily Cisco).
- Firewalls are primarily SonicWall.
- Agency has approximately 75 mobile devices (phones and tablets).
- Meraki Wireless

SCADA OT Network Equipment List

- (10) Dell Severs running Windows 2000
- (2) Dell NAS servers
- (36) Dell workstations running XP
- (4) Cisco 2600 routers
- (3) Cisco Pix 515e firewalls

Facility locations - services shall be provided at the following locations:

Table 1 – Facility Locations	
North Canyons Headquarters	Livermore, CA
Del Valle Water Treatment Plant	Livermore, CA
Patterson Pass Water Treatment Plant	Livermore, CA
Distribution & Wellfield Parkside	Pleasanton, CA
Mocho Groundwater Demineralization Plant	Pleasanton, CA

Proposed Scope of Services
Qualifying submittals will address the vendor's plan for providing the services listed below. For additional detail on the anticipated scope of services, refer to Exhibit A of this RFP.

Table 2 - Scope of Services	
Day-to-Day Implementation Services Include:	**Project-Related Services May Include:**
End user support, including support of Virtual Private Network (VPN) and remote users	Mobile Device Management system implementation for management of Phones and Tablets
Help desk - 24/7 availability for SCADA OT network and normal business hours for the administrative/business network	Multi-Factor Authentication implementation to better secure logins
Network support, including LAN/SAN/WLAN/WAN	VPN Upgrade
Business network and server monitoring and management/Alameda County network support	Office Upgrade/Rollout

Table 2 - Scope of Services	
Day-to-Day Implementation Services Include:	**Project-Related Services May Include:**
SCADA OT network and server monitoring and management, remote access management	Server Upgrades/assist with developing annual IT budget for server upgrades and other IT needs
Radio and phone system support	Network Upgrades - Upgrade network switching environment to current generation.
Firewall and WAN management	Application Upgrades
IT Security Services - Implement advanced threat management tools to increase security monitoring. Alternatives potentially include Cylance, Artic Wolf, or other products.	Computer lifecycle, asset inventory and software licenses management
IT Consulting and Strategy	Mobile Device Implementations/Rollouts
IT/Telecom Liaison	SCADA network support and system projects
IT Project Design, Execution and Management	Expanding the network to new facilities
Technical Program Management	Coordinating with ATT for network upgrades
IT Training – Applications, Technology and Security	Video conferencing setup and support
Automate email phishing testing to reduce time spent administering program	Network support of the physical security system
24x7 network and server monitoring with onsite response	Upgrade Active Directory network to Windows server 2019
Creation and maintenance of accurate and updated technology documentation	Cloud based backup solution to include cloud-based recovery of Administrative Systems
Respond to annual financial audit questions	Cloud based backup solution to include email archiving and O365 backup systems

Table 2 - Scope of Services	
Day-to-Day Implementation Services Include:	**Project-Related Services May Include:**
Maintenance of the custom cost system application and support ERP system upgrades and maintenance	Expand utilization of O365 suite – implement MS Teams and SharePoint for internal and external file sharing and collaboration

Fee Schedule
Each proposal will include a Fee Schedule that outlines all monthly service delivery costs as well as any proposed one-time software, start-up costs, change fees, or other penalties. The Fee Schedule should include a breakdown of pricing structure (per user, per hour, etc.) and any additional billing rates, hourly costs, and additional expenses for each individual or service. Costs must be expressed on an hourly and annual basis. Total annual costs for years 1-3 must be provided, with estimated cost for optional years 4-5.

Transition/Onboarding:
Vendors are expected to ensure that the award of this service contract will not result in disruption to the Agency's administrative and operational business processes. Proposals should include a transition plan to ensure that this objective is met at both the beginning of services, as well as at the conclusion of the contract, including any costs related to the transition. The description shall include the vendor's approach to developing and executing the transition plan (including collaboration with third-party software and service providers), the estimated duration of the transition, the quality assurance activities related to ensuring that the transition proceeds as planned, a plan for providing periodic status reports to the Agency regarding the status of transition activities, and a description of anticipated costs specific to the transition. The vendor shall clearly identify those activities in its transition plan that shall be the responsibility of the Agency and the Agency's incumbent service provider, and those activities that shall be performed by the vendor.

Service Level Agreements (SLA's)
The following table provides definition as to the required functions to be performed by the Vendor. Each SLA provides a description of the service, service requirement, and measurement.

When service falls below the identified threshold, the Vendor will work to resolve service problems and report progress. In the event service does not improve, a joint meeting between the Vendor and the Agency will take place to discuss and resolve the issues that have resulted in diminished service. The Vendor will publish and distribute a report from the meeting that documents the results and issue resolution. The Agency reserves the right to add, change or delete any SLA during contract negotiation with the selected

Vendor. Regardless, the Vendor is required to specifically define its approach to meeting and exceeding each specific SLA. If a contract is awarded, the Vendor shall provide the Agency access to the data used to calculate its performance against the Service Levels and the measurement and monitoring tools and procedures utilized by the Vendor to generate such data for purposes of audit and verification.

Table 3 – SLA's	
Title/Description	**Minimum Service Level**
All Network Connectivity	99.999% availability
All Business and SCADA Servers	99.999% availability
Emergency service requests - server(s) down, WAN link issue	Resolved within 2 hours at least 90% of the time
Emergency service requests that materially affect a single site.	Resolved within 4 hours 90% of the time
Non-emergency service requests	Resolved within 48 hours 90% of the
Server backups	Nightly (incremental/ differential) and weekly (full) offsite; expectation is that backup process will include backup to disk and backup disk to Internet
Password resets	Resolved within 30 minutes 90% of the time
Restoration of SCADA servers from network backup	Restored within 24 hours 99.999% of the time
Restoration of business servers from network backup	Restored within 48 hours 99.999% of the time
Restoration of desktops	Restored within 48 hours 99.999% of the time
Restoration of individual file from network backup to user's desktop	Restored within four hours 95% of the time

RFP Schedule

Table 4 – RFP Schedule	
Schedule	**Date**
Release RFP	July 15, 2022
Deadline for Questions	August 5, 2022
Response to Questions	August 12, 2022
Bidder Confirms Intent to Submit Proposal	August 19, 2022
Proposals Due via Email	August 26, 2022
Proposal Review and Evaluation	August 26 – September 14, 2022
Bidder interviews and final selection (at discretion of Agency)	Week of September 19, 2022
Board Approval/vendor award	October 19, 2022
Contract Start Date	January 1, 2023

Interpretation or Correction of RFP Documents

The vendor shall review the RFP documents to determine if there are any particular requirements for this project that may impact the preparation of the proposal including insurance, and any other requirements. In the event the vendor has any questions regarding the meaning of any part of the documents, or finds any error, omission, inconsistency, or ambiguity in the documents, the vendor shall make a written Request for Clarification prior to submitting its proposal. It shall be the vendor's responsibility to ensure any such request is submitted to Zone 7 in a timely manner in order to allow Zone 7 issuance of a written addendum.

If necessary, the Agency shall make clarifications, interpretations, corrections, and changes to the documents by addendum issued as provided in these instructions. Purported clarifications, interpretations, corrections, and changes to the documents made in any other manner shall not be binding on the Agency, and vendors shall not rely upon them.

Submission of a proposal indicates the vendor's acceptance of the conditions contained in this Request for Proposals document, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the Agency and the Vendor selected.

Responsiveness and Selection Process

The decision for selection will be made on a combination of criteria, including: comprehensiveness of proposal, responsiveness and adherence to format, quality and

completeness of proposal, qualifications and experience of the firm or partnership with same or similar equipment/services, vendor's ability to perform in a timely fashion, technical merits of specifications, system capabilities, reliability, and flexibility, system design and implementation, total cost (including ongoing operating costs), local project team and subcontractor/Vendor qualifications, reputation of vendor, and references. The following table represents the principal selection criteria, which will be considered during the evaluation process:

	Table 5 - Evaluation Criteria	
	Criteria	**Weight**
A.	Executive Summary and the Proposer's interest of the project	10 Points
B.	Vendor Team Organization, Qualifications and Experience	15 Points
C.	Relevant project experience and examples, Proven experience in meeting service level minimums and outlined in Table 3	20 Points
D.	Description of proposal services, transition plan, approach and understanding of the project	40 Points
E.	References	5 Points
F.	Cost Proposal (Fee Schedule)	10 Points

RFP responses will be reviewed by Agency staff, with feedback from existing agency consultants as necessary. Reference checks may consist of phone and/or email inquiries to any current or past customer of the vendor, either provided by vendor or contacted independently by the Agency.

The Agency reserves the right to request vendors at any phase of the evaluation process to clarify information provided in RFP responses. Clarifications must be submitted in writing by the requested deadline; otherwise, the RFP response will be deemed non-responsive or evaluated without the benefit of the clarification requested. If the Agency determines that all vendors failed to submit requested information or adequately responded to the same RFP question or request for data, the Agency may, at its discretion, issue an RFP Addendum and provide all vendors with an opportunity to provide a response to the RFP question. Responses to RFP Addendum questions must be submitted in writing by the stated deadline; otherwise, the RFP response will be deemed non-responsive or evaluated without the benefit of the clarification requested.

The Agency reserves the right to reject any or all proposals, in whole or part, to waive any informality in any proposal, and to accept the proposal which, in its discretion, is in the best interest of the Agency. Cost is not the only factor to be considered. The lowest cost vendor may not be selected.

All vendors will be notified by email of the Agency's decision at the conclusion of the selection process.

Notice of Award

Upon conclusion of the RFP response evaluation process, all bidder's will be notified in writing of the contract award recommendation, if any, of Zone 7 Water Agency.

Exhibit A – Scope of Services Required

Zone 7 is highly reliant on the external IT services provider supporting its networks (including routers, hubs, and switches), servers, desktops, and SCADA to effectively coordinate with Agency staff, the County of Alameda, and other external service providers to ensure that its business and engineering applications are available as needed. Proposals submitted in response to this RFP should specifically address the provision of the following services related to the Agency's IT needs:

Account Manager: Vendor is expected to provide an Account Manager for the Agency. The Account Manager will interface with the Agency's technology liaison and management and become the main contact for the Agency for the duration of the project. The Agency reserves the right to request a change in Account Manager based on performance. The Account Manager will be responsible for reporting on services provided, including the delivery of:

- A detailed monthly activity report and invoice showing work performed and time spent. Vendor must separate and identify in detail, particular services (SCADA, Help Desk, etc.) in billing/accounting.
- A Service Level Agreement Report on a monthly basis for tracking service level problems and resolutions

Help Desk Services: The activities required to coordinate and respond to incidents and service requests made by Agency end-users and technical staff. The Agency expects that the Help Desk will serve as the single-point-of-contact for resolution and escalation of all incidents and service requests related to all Agency technical requests. Vendor is expected to provide 24/7 on-call help desk services for the SCADA network and normal business hours for the administrative/business network. Vendor proposals must include how end-users will be serviced for off-hour requests (i.e., evenings, weekends, and holidays). On-call resources for urgent priorities may need immediate response on-site and/or remotely.

Technology Documentation: Vendor shall assist with the creation and maintenance of accurate and updated technology documentation, including, but not limited to:

- Device configuration version control
- Updated equipment, application, warranty, and license lists
- Project-related network diagrams
- Account Administration, Management, and Reporting
- Summary report of all tickets opened, closed, or worked during the month, with a status for each
- Written updates on the status of service requests or projects (as needed)
- Inventory of all IT assets, computer life cycle and software licensing management

Project Management: Vendor's must perform Project Management Services as directed by the Agency in order to improve its ability to deliver projects; promote a closer collaboration between all departments, and advance Agency-wide and departmental objectives in a cohesive and transparent manner, which promotes a more integrated approach to the Agency's technology investments. Project implementation will be coordinated with the Agency schedules in order to minimize any disruptions to normal operations. Project Management Services include, for each project:

- Develop and provide a project charter, scope of work, and work plan to be reviewed and approved by the Agency.
- Provide weekly project status reports, including issues-tracking and reporting

Professional Consulting Services: The Agency expects the Vendor to actively analyze and manage their service delivery performance, utilization, governance, and relationships with Agency departments, to drive to higher accountability and continuous improvement of IT service delivery over the life of the contract. Professional Consulting Services include:

- Management of Agency software licensing and compliance.
- Provide recommendations pertaining to hardware and software upgrades, new hardware or software applications, or expansions of applications.
- Support other specialized technology-related projects as identified
- Part time Chief Information Officer services including consulting and strategic planning for both current and future needs, including attendance at IT committee meetings.

Maintenance Services and Monitoring: These services encompass activities required to provide and support the Agency's current infrastructure, including:

- Desktop Hardware and Software Maintenance Support: Services provided in this area supports desktop hardware, laptops, desktop software, and the peripheral devices attached to them. A wide variety of applications are in use across departments. These services should include application support for the full Microsoft Suite.
- Desktop Client Services: Includes help desk support and user interface, ability to remotely take control of all workstations upon request to speed service response; onsite desktop support as requested; data recovery; hardware, software, and peripheral equipment fixes; technology refresh and lifecycle management; installations, moves, additions, and changes; and troubleshooting of desktop and network issues.
- Desktop Application Services: Basic troubleshooting and connectivity support to Agency applications; image management; patch management (all applications and operating systems); implementation of antivirus automated scheduled scans and automatic definition updates (no manual updates or scan); electronic software distribution, integration, and testing; and mobile Device Management for all laptops, tablets, and smart phones.

- Server and Network Services: Server maintenance, and development and implementation of security protocols; evaluation and daily monitoring of server diskspace, backup systems, anti-virus systems, and server event logs; maintenance of a Wide Area Network (WAN) and Local Area Network (LAN) at each site; maintenance of the AT&T Internet Tl for Internet access; support of Virtual Private Network (VPN) and remote users; remote monitoring of network including connectivity and event logs on a 24x7 basis; network security and capacity planning; and equipment procurement and installation.
- IT Asset and Software Tracking: Includes computer, server, software licensing lifecycle management and asset disposal.

SCADA OT network:

Provide tier 2 support of the SCADA OT network in conjunction with the internal SCADA support staff including:

- Help desk - 24/7 availability for SCADA OT network.
- Domain, server, and workstation maintenance, including security policies.
- Evaluation and daily monitoring of backup systems.
- Evaluation and daily monitoring of anti-virus systems.
- Evaluation and daily monitoring of server event logs.
- Manage remote access to the SCADA OT network
- Maintenance of WAN and LAN at each site.
- Network routing support between the hard wired and wireless LANs.
- Maintain SCADA OT network servers and workstations, and coordinate with SCADA software vendor if necessary.
- Primary responsibility to prevent accidental Internet access to the SCADA OT network.
- Provide networking and Windows support to SCADA vendor as needed.
- Recovery of all workstations and servers as needed from the network backup.

Exhibit B – Sample Services Agreement

SERVICE AGREEMENT

between

ALAMEDA COUNTY FLOOD CONTROL

AND WATER CONSERVATION DISTRICT, ZONE 7

and

Consultant Name

for

Project/Program Name

Contract No. _____

Dated _____

This Professional Services Agreement ("**Agreement**") is made effective as of _____, by and between the Alameda County Flood Control and Water Conservation District, Zone 7 commonly known as ZONE 7 WATER AGENCY, hereinafter referred to as ("**Agency"**), a public body, corporate and politic, duly organized and existing under and by virtue of the laws of the State of California and _____, a DESCRIBE BUSINESS ENTITY, E.G., PROFESSIONAL CORPORATION ("Consultant") (collectively, the "Parties"), at Livermore, California, with reference to the following facts and intentions:

WHEREAS, The Agency is engaging in _____ ("Project"); and

WHEREAS, The Agency requires a highly qualified consultant with the requisite knowledge, skill, ability and expertise to provide the necessary services for the Project ("Services"); and

WHEREAS, Consultant represents to the Agency that it is fully qualified and available to perform the Services for and as requested by the Agency.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and terms and conditions herein, the Parties agree as follows:

1. SCOPE OF WORK

1.1. Consultant shall provide all services set out in Appendix A, Scope of Work, attached and incorporated here to the satisfaction of the Agency.

1.2. **Independent Contractor; Agency** - The Consultant is acting hereunder as an independent contractor and not as an agent or employee of the Agency. The Consultant is thus not eligible to receive workers' compensation, medical, indemnity or retirement benefits, including but not limited to enrollment in the Alameda County Employees' Retirement Association (ACERA). Except as expressly provided herein, the Consultant is not eligible to receive overtime, vacation or sick pay. The Consultant shall not represent or otherwise hold out itself or any of its directors, officers, partners, employees, or agents to be an agent or employee of the Agency.

1.3. **Extra Services -** Before performing any services outside the scope of this Agreement ("Extra Services"), Consultant shall submit a written request for approval of such Extra Services and receive written approval from the Agency. The Agency shall have no responsibility to compensate Consultant for any Extra Services provided by Consultant without such prior written approval.

1.4. **Methods -** Consultant shall have the sole and absolute discretion in determining the methods, details and means of performing the Services

required by the Agency. The Agency shall not have any right to direct the methods, details and means of the Services; however, Consultant must receive prior written approval from the Agency before assigning or changing any assignment of Consultant's project manager or key personnel and before using any Sub-consultants ("Sub-consultants") or Sub-consultant agreements for services or materials under this Agreement and any work authorizations.

1.5. **Review -** Consultant shall furnish the Agency with reasonable opportunities from time to time to ascertain whether the Services of Consultant are being performed in accordance with this Agreement. All work done and materials furnished shall be subject to final review and approval by the Agency. The Agency's review and approval of the Services shall not; however, relieve Consultant of any of its obligations under this Agreement.

2. COMPENSATION

2.1. **Amount –** As consideration for the Services described above, THE AGENCY will pay the Consultant an amount not to exceed $_____ ("Maximum Amount"). Payments will be made at the rates set forth in the Fee Schedule which is attached hereto within and incorporated herein as though fully set forth ("Fee Schedule" – Appendix B). Consultant shall submit an invoice within ten (10) days after the end of each month during the term of this Agreement describing the Services performed for which payment is requested.

2.2. **Invoicing –** The invoice shall identify and describe the activities performed by Consultant and state the total cost of the Services for the period of the invoice; the hours worked; the name and title of the person(s) performing the work; the hourly rate for the person(s) performing the work; the accrued reimbursable expenses; and the budget amount and percentage remaining (after invoice payment), without reduction for retentions. The invoice shall also identify expenses for which reimbursement is requested and attach supporting documentation, including original receipts and/or bills. Any expenses exceeding $500 shall require written approval from the Agency. Reimbursable costs shall not include any administrative or overhead expenses and shall be reimbursable as described in the Fee Schedule.

Costs or expenses not designated or identified in the Fee Schedule shall not be reimbursable unless otherwise provided in this Agreement. Only actual time in providing the Services will be charged. The Agency will not make any payments for Consultant's travel time incurred in providing the Services, and Consultant agrees not to invoice the Agency for any travel time incurred in providing the Services.

The Agency shall review and approve all invoices prior to payment. Consultant agrees to submit additional supporting documentation to support

the invoice if requested by the Agency. If the Agency does not approve an invoice, the Agency shall send a notice to the Consultant setting forth the reason(s) the invoice was not approved. Consultant may re-invoice the Agency to cure the defects identified in the Agency notice. The revised invoice will be treated as a new submittal. If the Agency contests all or any portion of an invoice, the Agency and the Consultant shall use their best efforts to resolve the contested portion of the invoice.

The Agency shall pay approved invoice amounts within thirty (30) days of receipt. The Agency's determinations regarding verification of Consultant's performance, accrued reimbursable expenses, and percentage of completion shall be binding and conclusive. Consultant's time records, invoices, receipts and other documentation supporting the invoices shall be available for review by the Agency upon reasonable notice and shall be retained by Consultant for three (3) years after completion of the Project.

All invoices submitted for payment must indicate the Agreement number and either are to be emailed to accountspayable@zone7water.com or a hard copy mailed to Zone 7 Water Agency, 100 North Canyons Parkway, Livermore, CA 94551, Attention: Accounts Payable.

2.3. **Withholding Payment –** In the event the Agency has reasonable grounds for believing Consultant will be unable to materially perform the Services under this Agreement or unable to complete the Services within the Maximum Amount described in this Agreement, or if the Agency becomes aware of a potential claim against Consultant or the Agency arising out of Consultant's negligence, intentional act or breach of any provision of this Agreement, including a potential claim against Consultant by the Agency, then the Agency may withhold payment of any amount payable to Consultant that the Agency determines is related to such inability to complete the Services, negligence, intentional act, or breach.

3. TAXES; INSURANCE; PERMITS; LICENSES

3.1. **Taxes** - Consultant shall be solely responsible for the payment of all federal, state and local income tax, social security tax, worker's compensation insurance, state disability insurance, and any other taxes or insurance Consultant, as an independent contractor, is responsible for paying under federal, state or local law. Consultant is aware of the provisions of Section 3700 of the California Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and Consultant shall comply with such provisions before commencing the performance of the Services under the Agreement. Consultant and its Sub-consultants shall maintain applicable workers' compensation insurance for their employees in effect during all work covered by the Agreement.

3.2. **Permits and Licenses** - Consultant shall procure and maintain all permits, and licenses and other government-required certification necessary for the performance of the Services, all at the sole cost of Consultant. None of the items referenced in this section shall be reimbursable to Consultant under the Agreement. Consultant shall comply with any and all applicable local, state, and federal regulations and statutes including Cal/OSHA requirements.

4. RISK TRANSFER PROVISIONS

4.1. **Workers' Compensation Insurance** - By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing the performance of the work of this Agreement.

4.2. **Indemnification** - To the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless the Agency, its directors, officers, employees, or authorized volunteers, and each of them (collectively "the Agency") from and against:

4.2.1. All claims, demands, liabilities and losses arising out of the performance (or actual or alleged non-performance) of the services by Consultant, including its agents and employees, under this Agreement, for damages to persons or property arising, pertaining to or relating to the Consultant's negligent acts or omissions or willful misconduct or the failure of Consultant to comply with any professional standard of care applicable to Consultant's services.

4.2.2. Any and all actions, proceedings, damages, costs, expenses, penalties or liabilities, in law or equity, of every kind or nature whatsoever, arising out of, resulting from, or on account of the intentional or negligent violation of any governmental law or regulation, compliance with which is the responsibility of Consultant.

4.2.3. Any and all losses, expenses, damages (including damages to the work itself), attorneys' fees, and other costs, including all costs of defense, including but not only costs of counsel acceptable to the Agency, which the Agency may incur with respect to the failure, neglect, or refusal of Consultant to perform the Services or its obligations under the Agreement. Such costs, expenses, and damages shall include all costs, including attorneys' fees, incurred by the Agency in any lawsuit to which it is a party. Upon the Agency's tender, Consultant shall immediately defend, at its own cost, expense and risk, any and all such suits, actions or other legal proceedings, with counsel acceptable to the Agency.

Consultant shall further defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of performance or non- performance of the work hereunder and shall not tender such claims to the Agency nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.

4.2.4. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against the Agency or its directors, officers, employees, or authorized volunteers, in any and all such aforesaid suits, actions, or other legal proceedings if arising as provided in the previous subsections of this Section.

4.2.5. Consultant shall reimburse the Agency or its directors, officers, employees, or authorized volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith.

Consultant's indemnification obligations shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Consultant, its agents, employees under any applicable Worker Compensation Act, Disability Benefits Act, or other employee benefit act. Consultant's obligation to defend and indemnify shall not be restricted by the insurance requirements of this Agreement or to insurance proceeds, if any received by the Agency, or its directors, officers, employees, or authorized volunteers.

Notwithstanding the foregoing obligations, Consultant shall not at any time be responsible for any claims, liabilities or demands to the extent that they arise from the negligence or willful misconduct of the Agency, provided, however, that contributory negligence will not relieve Consultant of its obligation to defend unless the claims, liabilities or demand are the result of the sole negligence or willful misconduct of Agency.

The indemnity provided under this indemnification provision is intended to and will survive the expiration or termination of the Agreement and remain in full force and effect until barred by the applicable statute of limitations.

5. GENERAL CONDITIONS

5.1. **Laws, Regulations and Permits** -The Consultant shall give all notices required by law and comply with all laws, ordinances, rules, and regulations pertaining to the conduct of the work. The Consultant shall be liable for all violations of the law in connection with work furnished by the Consultant. If the Consultant performs any work knowing it to be contrary to such laws, ordinances, rules and regulations, the Consultant shall bear all costs arising therefrom.

5.2. **Safety** - The Consultant shall execute and maintain his/her work so as to avoid injury or damage to any person or property.

In carrying out his/her work, the Consultant shall at all times exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed, and be in compliance with all applicable federal, state and local statutory and regulatory requirements including State of California, Department of Industrial Relations (Cal/OSHA) regulations, and the U.S. Department of Transportation Omnibus Transportation Employee Testing Act. Safety precautions, as applicable, shall include but shall not be limited to: adequate life protection and life-saving equipment; adequate illumination; instructions in accident prevention for all employees, such as the use of machinery guards, safe walkways, scaffolds, ladders, bridges, gang planks, confined space procedures, trenching and shoring, fall protection, and other safety devices; equipment and wearing apparel as are necessary or lawfully required to prevent accidents, injuries, or illnesses; and adequate facilities for the proper inspection and maintenance of all safety measures.

5.3. **Labor Compliance Requirements -** Labor Compliance requirements (Prevailing Wage, SB 854): Contractor/Vendor must comply with all labor compliance requirements including but not limited to prevailing wage requirements, SB 854, Labor Code sections 1771.1(a) & 1725.5, Public Works Contractor Registration Program, and Electronic Certified Payroll Records to Labor Commissioner. Additional information about these requirements and the new public works program regarding compliance monitoring, administration and enforcement are available at the Department of Industrial Relations. **[For Public Works Contracts]** Copies of the rate of per diem prevailing wage shall be on file at the principal office of the Agency and shall be made available to any interested party upon request.

6. REQUIRED INSURANCE

Liability Insurance - The Consultant shall provide and maintain at all times during the performance of the work under this Agreement, the following commercial general liability, professional liability and automobile liability insurance. All of the insurance shall be provided on policy forms and through companies satisfactory to the Agency.

6.1. **Coverage** - Coverage shall be at least as broad as the following or as provided in Appendix C:

6.1.1. Coverage for Professional Liability appropriate to the Consultant's profession covering Consultant's wrongful acts, negligent actions, errors or omissions. **If Claims Made Polices**: the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work; insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work**; and if coverage is canceled or non-renewed, and not

replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of **five (5)** years after completion of contract work.

6.1.2. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001).

6.1.3. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (non-owned and hired automobiles).

6.2. **Limits** - The Consultant shall maintain limits no less than the following:

6.2.1. Professional Liability – Two million dollars ($2,000,000) per claim and annual aggregate.

6.2.2. Commercial General Liability – Two million dollars ($2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater for bodily injury, personal injury and property damage and products & completed operations liability. If Commercial General Liability Insurance or other form with a general aggregate limit or products-completed operations aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (with the ISO CG 25 03, or ISO CG 25 04, or insurer's equivalent endorsement provided to the Agency), or the general aggregate limit and products-completed operations aggregate limit shall be twice the required occurrence limit.

6.2.3. Automobile Liability – One million dollars ($1,000,000) for bodily injury and property damage each accident limit.

6.2.4. Excess Liability – The limits of insurance required in this Agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the Agency (if agreed to in a written contract or agreement) before the Agency's own primary or self-Insurance shall be called upon to protect it as a named insured.

6.3. **Required Provisions** - The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

6.3.1. The Agency, its directors, officers, employees, and authorized volunteers are to be given insured status at least as broad as ISO endorsement CG 20 10 10 01 specifically naming all of the Agency parties required in this Agreement or using language that states "as required by contract"). All Sub-consultants hired by Consultant must also have the same forms or coverage at least as broad; as respects: liability arising out of activities performed by or on behalf of the Consultant; products and completed

operations of the Consultant; premises owned, occupied or used by the Consultant; and automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the Agency, its directors, officers, employees, or authorized volunteers.

6.3.2. Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the Agency. Additionally, Consultant shall give Agency thirty (30) days written notice prior to any material change or cancellation of said coverage.

6.3.3. For any claims related to this project, the Consultant's insurance shall be primary insurance as respects the Agency, its directors, officers, employees, or authorized volunteers, using the ISO CG 20 01 04 13 or coverage at least as broad. Any insurance, self-insurance, or other coverage maintained by the Agency, its directors, officers, employees, or authorized volunteers shall be in excess of the insurance required under this Agreement and shall not contribute to it.

6.3.4. Any failure to comply with the reporting or other provisions of the policies including breaches and warranties shall not affect coverage provided to the Agency, its directors, officers, employees, or authorized volunteers.

6.3.5. Such liability insurance shall indemnify the Consultant and his/her Sub-consultants against loss from liability imposed by law upon, or assumed under contract by, the Consultant or his/her Sub-consultants for damages on account of such bodily injury (including death), property damage, personal injury, completed operations, and products liability.

6.3.6. The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability, completed operations liability.

6.3.7. The automobile liability policy shall cover all owned, non-owned, and hired automobiles.

6.4. **Workers' Compensation and Employer's Liability Insurance** - The Consultant and all Sub-consultants shall cover or insure under the applicable laws relating to workers' compensation insurance, all of their employees employed directly by them or through Sub- consultants in carrying out the work contemplated under this Agreement, all in accordance with the "Workers' Compensation and Insurance Act", Division IV of the Labor Code of the State of California and any Acts amendatory thereof, with statutory limits. The Consultant shall provide employer's liability insurance with limits of no less than $1,000,000 each accident, $1,000,000 disease policy limit, and $1,000,000 disease each employee. **Waiver of Subrogation:** The insurer(s) named above agree to waive all rights of subrogation against the Agency, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the Agency; but this provision applies regardless of whether or not the Agency has received a waiver of subrogation from the insurer.

6.5. **Deductibles and Self-Insured Retentions** - Any deductible or self-insured retention must be declared to and approved by the Agency. At the option of the Agency, the insurer shall either reduce or eliminate such deductibles or self-insured retentions. Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named or additional insureds, co-insurers, and/or insureds other than the First Named Insured.

6.6. **Acceptability of Insurers** - Insurance is to be placed with insurers having a current A.M. Best rating of no less than A: VII or equivalent or as otherwise approved by the Agency.

6.7. **Evidence of Insurance** - Prior to execution of the Agreement, the Consultant shall file with the Agency a certificate of insurance (Acord Form 25 or equivalent) signed by the insurer's representative evidencing the coverage required by this Agreement. Such evidence shall include (1) attached additional insured endorsements with primary & non-contributory wording, (2) Workers' Compensation waiver of subrogation. The Agency reserves the right to obtain complete, certified copies of all required insurance policies, at any time. Consultant shall maintain the Insurance required by this Agreement throughout the term of the Agreement and for a period of not less than 5 years following the termination of completion of this Agreement. Consultant further waives all rights of subrogation under this Agreement. Failure to continually satisfy the Insurance requirements is a material breach of contract.

The Consultant shall, upon demand of the Agency, deliver to the Agency such policy or policies of insurance and the receipts for payment of premiums thereon.

6.8. **Continuation of Coverage** - If any of the required coverages expire during the term of this Agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to the Agency at least ten (10) days prior to the expiration date. Failure to comply with any of the Insurance requirements shall constitute material breach of contract. The insurance requirements in this Agreement do not in any way represent of imply that such coverage is sufficient to adequately cover the Consultant's obligations under this Agreement. All Insurance or self-insurance coverage and limits applicable to a given loss or available to the named insured shall be available and applicable to the additional insured. The insurance obligations under this Agreement are independent of and in addition to the defense and indemnity obligations contained elsewhere in this Agreement and shall not in any way act to limit or restrict the defense or indemnity or additional insure obligations of the Consultant or the Consultant's insurance carrier, and shall be for (1) the full extent of the insurance or self-insurance overages and limits carried by or available to the Consultant, or (2) the minimum insurance coverage and amounts shown in this Agreement; whichever is greater. Agency reserves the right to add such other parties as may be required in the future to the indemnity and additional insured requirements of this Agreement.

6.9. **Sub-Consultants** - In the event that the Consultant employs other consultants ("Sub-consultants") as part of the services covered by this Agreement, it shall be the Consultant's responsibility to require and confirm that each Sub-consultant meets the minimum insurance requirements specified above.

7. LABOR AND MATERIALS

Consultant shall furnish, at its own expense, all labor, materials, equipment, tools, transportation and services necessary for the successful completion of the Services to be performed under this Agreement. Consultant shall give its full attention and supervision to the fulfillment of the provisions of this Agreement by its employees and Sub-consultants and shall be responsible for the timely performance of the Services required by this Agreement. Consultant's standard schedule of fees and charges is attached, which is incorporated herein as though fully set forth in the Fee Schedule attached hereto (Appendix B). All compensation for Consultant's Services under this Agreement shall be pursuant to the Fee Schedule.

8. TERM OF THE AGREEMENT

8.1. **Period of Services –** This Agreement between the Agency and Consultant is for a term of NUMBER OF MONTHS, beginning DATE and ending DATE, subject to the termination provisions herein.

8.2. **Termination** – The Agency may terminate this Agreement for any reason by giving Consultant at least thirty (30) days or earlier (depending on nature of services) prior written notice of such termination. Such termination shall not relieve the Agency from responsibility for payment for Services rendered by Consultant prior to the date of termination but shall relieve the Agency of its obligations for the full payment of compensation due under the Agreement for the Services of Consultant after the notice of termination.

8.3. **Termination for Cause** – The Agency may terminate the Agreement for cause, effective immediately upon written notice of such termination to Consultant, based upon the occurrence of any of the following events:

8.3.1. Material breach of the Agreement by Consultant

8.3.2. Cessation of Consultant to be licensed, as required by law

8.3.3. Failure of Consultant to substantially comply with any applicable federal, state or local laws or regulations

8.3.4. The voluntary or involuntary filing of any petition under any law for the relief of debtors with respect to Consultant

8.3.5. Conviction of Consultant of any crime other than minor traffic offenses

8.4. **Compensation Upon Termination** - If the Services of Consultant are terminated, in whole or in part, Consultant shall be compensated as provided herein for all Services and approved Extra Services performed prior to the date of such termination.

9. CALIFORNIA LABOR CODE REQUIREMENTS

9.1. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is $1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws, if applicable. Consultant shall defend, indemnify and hold the Agency, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all sub-consultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages, employment of apprentices, hours of labor and debarment of contractors and subcontractors.

9.2. **Effective March 1, 2015**, if the services are being performed as part of an applicable "public works" or "maintenance" project, in addition to the foregoing, then pursuant to Labor Code sections 1725.5 and 1771.1, the Consultant and all sub-consultants must be registered with the Department of Industrial Relations ("DIR"). Consultant shall maintain registration for the duration of the project and require the same of any sub-consultants. This project may also be subject to compliance monitoring and enforcement by the DIR. It shall be Consultant's sole responsibility to comply with all applicable registration and labor compliance requirements, including the submission of payroll records directly to the DIR.

10. INTERESTS OF CONSULTANT

10.1. Consultant represents and warrants that it presently has no interests, and covenants that it will not acquire any interests, direct or indirect, financial or otherwise, that would conflict with the performance of the Services to be provided by Consultant under the Agreement. Consultant further covenants that, in the performance of the Agreement, it will not employ any Sub-consultant or employee with any such interest. Consultant certifies that no one who has or will have any financial interest under this Agreement or within Consultant is a director, officer or employee of the Agency.

10.2. Although Consultant is retained as an independent contractor, Consultant's employees or agents may still be required under the California Political Reform Act and the Agency Conflict of Interest Code to file annual financial disclosure statements. Consultant agrees that its employees and/or agents will file with the Agency in a timely manner those financial disclosure statements that the Agency determines Consultant is required to file pursuant to the Political Reform Act. Failure to file such financial disclosure statements by Consultant and any of its employees or agents is grounds for termination of this Agreement.

11. COMPLETED WORK AND WORK PRODUCT

In the event of termination or completion of the Services under the Agreement, Consultant shall, at the Agency's request, promptly surrender to the Agency all completed work and work in progress and all materials, records and notes developed, procured, or produced pursuant to the Agreement. Consultant may retain copies of such work product as a part of its record of professional activity.

12. CONFIDENTIALITY AND RESTRICTIONS ON DISCLOSURE

12.1. **Confidential Nature of Materials** - The Consultant understands that all documents, records, reports, data, or other materials (collectively "Materials") provided by the Agency to the Consultant pursuant to the

Agreement, including but not limited to draft reports, final report(s) and all data, information, documents, graphic displays and other items that are not proprietary to the Consultant and that are utilized or produced by the Consultant pursuant to the Agreement are to be considered confidential for all purposes.

12.2. **No Disclosure of Confidential Materials** - The Consultant shall be responsible for protecting the confidentiality and maintaining the security of the Agency documents and records in its possession. All Materials shall be deemed confidential and shall remain the property of the Agency. The Consultant understands the sensitive nature of the above and agrees that neither its officers, partners, employees, agents or Sub-consultants will release, disseminate, or otherwise publish said reports or other such data, information, documents, graphic displays, nor other materials except as provided herein or as authorized, in writing, by the Agency. The Consultant agrees not to make use of such Materials for any purpose not related to the performance of the Services under the Agreement. The Consultant shall not make written or oral disclosures thereof, other than as necessary for its performance of the Services hereunder, without the prior written approval of the Agency. Disclosure of confidential Materials shall not be made to any individual, agency, or organization except as provided for in the Agreement or as may be required by law, or by a court of competent jurisdiction.

12.3. **Protections to Ensure Control over Materials** - All confidential Materials saved or stored by the Consultant in an electronic form shall be protected by adequate security measures to ensure that such confidential Materials are safe from theft, loss, destruction, erasure, alteration, and any unauthorized viewing, duplication, or use. Such security measures shall include, but not be limited to, the use of current virus protection software, firewalls, data backup, passwords, and internet controls.

The provisions of this Section survive the termination or completion of the Agreement.

13. OWNERSHIP OF DOCUMENTS AND DISPLAYS

All original written or recorded data, documents, graphic displays, reports or other materials which contain information relating to the Consultant's performance hereunder and which are originated and prepared for the Agency pursuant to the Agreement shall be "work for hire" and shall be the property of the Agency. The Consultant hereby assigns all of its right, title and interest therein to the Agency, including but not limited to any copyright interest. In addition, the Agency reserves the right to use, duplicate and disclose in whole, or in part, in any manner and for any purpose whatsoever all such data, documents, graphic displays, reports or other materials delivered to the Agency pursuant to this Agreement and to authorize others to do so.

To the extent that the Consultant utilizes any of its property (including, without limitation, any hardware or software of Consultant or any proprietary or confidential information of Consultant or any trade secrets of Consultant) in performing services hereunder, such property shall remain the property of Consultant, and the Agency shall acquire no right or interest in such property.

14. ASSIGNMENT PROHIBITED

The Consultant shall not assign, transfer, convey, or otherwise dispose of its rights, title or interest in or to this Agreement or any part thereof without the previous written consent of the Agency.

15. REPRESENTATIVES OF THE PARTIES AND SERVICE OF NOTICES

15.1. **Designated Representatives** – The Agency representative designated below shall be the principal representative of the Agency for purposes of the Services that are the subject of this Agreement. Consultant shall designate, in writing, Consultant's project engineer and/or project manager for the performance of the Services under this Agreement, which designation shall be subject to the Agency's reasonable approval.

The representatives of the Parties who are authorized to administer this Agreement and to whom formal notices, demands and communications shall be given are as follows:

ZONE 7 WATER AGENCY Representative:

Name
Title
Zone 7 Water Agency
100 N. Canyons Parkway
Livermore, CA 94551

Consultant:

Name
Title
Firm Name
Address
Firm Tax ID

Notices - Formal notices, demands and communications to be given hereunder by either Party shall be made in writing and may be affected by personal delivery or fax or by registered or certified mail, postage prepaid, return receipt requested to the address set out below and shall be deemed communicated as of the date of mailing.

If the name or address of the person to whom notices, demands or communications shall be given changes, written notice of such change shall be given, in accordance with this section within five (5) working days.

16. MISCELLANEOUS PROVISIONS

16.1. Integration – This Agreement represents the complete Agreement of the parties and supersedes any other Agreements between the parties, whether written or oral.

16.2. No Waiver – No waiver by either parties of any term or condition of this Agreement shall be a continuing waiver thereof.

16.3. Modification – This Agreement only may be amended in writing, signed by all parties.

16.4. Attorneys' Fees – In any proceeding to enforce this Agreement, the prevailing party shall be entitled to attorneys' fees and costs in any amount determined by the court.

16.5. Choice of Laws/Venue – This Agreement shall in all respects be governed by the laws of the State of California applicable to Agreement executed and to be wholly performed with the State. Any action regarding this Agreement shall be brought in Alameda County Superior Court.

16.6. Counterparts – This Agreement may be executed in separate counterparts that, together, shall constitute and be one and the same instrument.

16.7. No Third-Party Beneficiaries – This Agreement is for the sole benefit of the parties hereto and their permitted assigns (if any), and nothing herein expressed or implied shall give or be construed to give to any person, other than the parties hereto and such assigns any legal or equitable rights hereunder.

16.8. No Presumption Regarding Drafter – The parties to this Agreement acknowledge that its terms and provisions have been negotiated and discussed among them and that it reflects their mutual agreement regarding its subject matter. Therefore, neither party shall be deemed to be the drafter of this Agreement, nor shall there be no presumption for or against the drafter in its interpretation or enforcement.

IN WITNESS WHEREOF, the Parties have executed this Agreement at the place and as of the date first written above.

ALAMEDA COUNTY FLOOD CONTROL and WATER

CONSERVATION DISTRICT, Zone 7, commonly known as _____

_____

ZONE 7 WATER AGENCY ("Agency")

_____

Valerie L. Pryor Date

General Manager

Consultant

_____

Signature Date

_____

Print Name & Title

_____

_____

Address

_____

Telephone

_____

TIN or SS Number

Vendor Services Agreement – Appendix C
INSURANCE

This is an appendix attached to, and made a part of, the Services Agreement dated _____ ("Agreement") between THE ALAMEDA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT, ZONE 7 commonly known as ZONE 7 WATER AGENCY ("Agency") and _____ ("Vendor"), for the provision of services agreement ("Services").

Minimum Insurance Requirements: Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or sub-contractors.

Coverage - Coverage shall be at least as broad as the following:

1. **Commercial General Liability (CGL**) - Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars ($2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to the Agency), or the general aggregate limit shall be twice the required occurrence limit.

2. **Automobile Liability** - Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars ($1,000,000) for bodily injury and property damage each accident.

3. **Workers' Compensation Insurance** - as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than $1,000,000 per accident for bodily injury or disease. Waiver of Subrogation: The insurer(s) named above agree to waive all rights of subrogation against the Agency, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the Agency; but this provision applies regardless of whether or not the Agency has received a waiver of subrogation from the insurer.

4. **Cyber Liability Insurance (Technology Professional Liability – Errors and Omissions),** with limits not less than $2,000,000 per occurrence or claim, and

$2,000,000 aggregate or the full per occurrence limits of the policies available, whichever is greater. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Vendor in this Agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.

If Claims Made Policies:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.

2. Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.

3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the Agency requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Agency.

Other Required Provisions - The general liability policy must contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status:** Zone 7 Water Agency, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.

2. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the Zone 7 Water Agency, its directors, officers, employees and authorized volunteers. Any insurance or self-insurance maintained by the Member Water Agency its directors, officers, employees and authorized

volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the Agency.

Self-Insured Retentions - Self-insured retentions must be declared to and approved by the Agency. The Agency may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the Agency.

Acceptability of Insurers - Insurance is to be placed with insurers having a current A.M. Best rating of no less than A: VII or as otherwise approved by the Agency.

Verification of Coverage – Consultant shall furnish the Agency with certificates and amendatory endorsements, or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the Agency before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The Agency reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration pages and Endorsement pages.

Sub-contractors - Consultant shall require and verify that all sub-contractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that Zone 7 Water Agency, its directors, officers, employees, and authorized volunteers are an additional insured are an additional insured on Commercial General Liability Coverage.

Exhibit C – Exceptions / Deviations

List below exceptions and/or deviations, if any, to the RFP and its exhibits and submit with your proposal.

The District is under no obligation to accept any exceptions and/or deviations and may be used in the evaluation of proposals.

Item No.	Reference To:		Description
	Page No.	Paragraph No.	

Bidder Name	Bidder Sign	Date

Agenda Item 4.7

STAFF REPORT

CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Contract Instructor Services Agreements with North American Youth Activities LLC, dba Kidz Love Soccer and World Cup Soccer Camps and Clinics
Prepared by: Jennifer Mendez, Management Analyst I

EXECUTIVE SUMMARY:

The City Council will consider approving Contract Instructor Services Agreements with North American Youth Activities LLC, dba Kidz Love Soccer and World Cup Soccer Camps and Clinics for terms beginning on July 1, 2023, and ending on June 30, 2025.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving a Contract Instructor Services Agreement with North American Youth Activities, LLC dba Kidz Love Soccer for Recreation Services and adopt the **Resolution** Approving a Contract Instructor Services Agreement with World Cup Soccer Camps and Clinics for Recreation Services.

FINANCIAL IMPACT:

Under the proposed agreements, the City retains 40% of fee revenue from registrations. The rest is passed through to the contractor.

DESCRIPTION:

The Parks and Community Services Department regularly engages independent contractors to deliver recreational activities and programs to the community. Upon acceptance of a proposal, Staff works with the contractor to determine the specifics of the activity, facility availability, class minimums and maximums, and participant age ranges. All contractors set their pricing and schedules for activities or programs.

North American Youth Activities, LLC dba Kidz Love Soccer and World Cup Soccer Camps and Clinics have submitted proposals to provide soccer classes and programs for terms beginning July 1, 2023, and ending on June 30, 2025. Both contractors have provided these services to the City of

Dublin for several years, and Staff has received positive feedback from participants regarding their activities.

As the pass-through payments to the contractor will likely exceed the City Manager's purchasing limit of $45,000, these agreements require City Council Approval.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving a Contract Instructor Services Agreement with North American Youth Activities, LLC dba Kidz Love Soccer for Recreation Services
2) Exhibit A to the Resolution – Contract Instructor Services Agreement with North American Youth Activities, LLC dba Kidz Love Soccer
3) Resolution Approving a Contract Instructor Services Agreement with World Cup Soccer Camps and Clinics for Recreation Services
4) Exhibit A to the Resolution – Contract Instructor Services Agreement with World Cup Soccer Camps and Clinics

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING A CONTRACT INSTRUCTOR SERVICES AGREEMENT WITH NORTH AMERICAN YOUTH ACTIVITES LLC, DBA KIDZ LOVE SOCCER, FOR RECREATION SERVICES

WHEREAS, The Parks and Community Services Department receives and approves proposals from independent contractors who are interested in providing recreational activities or programs to the Dublin community; and

WHEREAS, Staff has reviewed and accepted proposals from North American Youth Activities, LLC dba Kidz Love Soccer; and

WHEREAS, Staff has negotiated terms with North American Youth Activities, LLC dba Kidz Love Soccer that will begin on July 1, 2023, and end on June 30, 2025.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve a Contract Instructor Services Agreement with North American Youth Activities, LLC dba Kidz Love Soccer.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the agreements, attached hereto as **Exhibit A,** approve payments over $45,000, and make any necessary, non-substantive changes to carry out the intent of this Resolution.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

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AGREEMENT FOR CONTRACT INSTRUCTOR SERVICES

This Agreement for Contract Instructor Services ("Agreement") is made and entered into as of the 1st day of July 2023 by and between the City of Dublin, a municipal corporation of the State of California ("City") and Kidz Love Soccer ("Contractor"), an LLC in the State of California (collectively, the "Parties"). In consideration of their mutual covenants, the Parties hereto agree as follows:

1. Scope of Work. The Parties acknowledge that Contractor possesses experience and knowledge of value to the City and, as such, enter into this Agreement for specialized services. Subject to the terms and conditions of this Agreement, the Contractor shall provide the following ("Services"):

[SEE "EXHIBIT A" FOR DESCRIPTION OF SERVICES]

2. Performance of Services. Contractor has the right and power to control how the Services provided under this Agreement will be performed by the Contractor and its employees, agents, or representatives. Contractor shall direct the means, manner, and method by which the Services under this Agreement will be performed, without interference from the City as to the mode of accomplishing or effectuating the performance of Services. Contractor may, at its own expense, retain the services of third-parties in performing the Services under this Agreement, unless doing so would result in a material breach of any provision contained herein.

3. Payment Terms. For the services described in Section 1 above, the City agrees to pay Contractor 60% of the resident rate for each participant, which amount shall include all expenses. Except as specifically authorized by City, Contractor shall not bill City for duplicate services performed by more than one person (reasonable quality control and assurance work as generally recognized as an acceptable practice in this field is expected). Contractor understands that any time a participant requests a refund or credit, that amount will be reduced from the gross revenue on which Contractor's payment is calculated. Contractor understands and agrees that Contractor will complete and submit a Contract Contractor Course Proposal Form for each session that courses will be offered. Submitting a proposal does not guarantee that the course, program or activity will be added to the City's public recreation offerings. Session dates may be altered from time to time at the City's discretion. City, at its sole discretion, will accept or reject Contractor's proposal and collaborate with Contractor in finalizing a session schedule. When each session schedule is finalized, the City will produce a Schedule Summary. Final Schedule Summaries will be incorporated herein by this reference as if set forth in full.

At the end of each session, the City shall pay Contractor for services rendered. The City will issue payment to Contractor within 30 business days after services are complete. Prior to City processing payment, Contractor shall submit course attendance sheets and completed evaluation forms, if applicable, to the Parks and Community Services Department within five working days upon completion of service.

4. Location of Work. Due to the nature of work and subject to the terms and conditions of this Agreement, the City and Contractor agree that Contractor will provide services and/or class instruction (check all that apply):

☐ **Offsite:** At his/her/their own facility, located off-premises from any City-owned facility located at _____.
(Street, City, Zip Code)

X **Onsite:** At a City-owned facility.

☐ **Other:** _____.
(Please Describe)

5. Expenses. Except as otherwise specified in this Agreement or mutually agreed upon by the Parties, the Contractor shall be responsible for all the necessary costs and expenses incurred in

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connection with the performance of the Services under this Agreement. This may include, but is not limited to, supplies, software, subscriptions, working spaces, equipment, operating costs, business costs, licenses, registrations, employment costs, taxes, Social Security contributions / payments, disability insurance, unemployment taxes, and any other cost that is made in connection with the Services provided Contractor.

6. Term. Contractor's engagement with the City, and the terms and conditions of this Agreement, shall be effective as of July 1st, 2023 ("Effective Date") and shall terminate on June 30, 2025.

7. Termination. This Agreement may be terminated by either Party upon sixty (60) days of prior written notice, or as mutually agreed upon in writing by both Parties. At the time of termination, Contractor agrees to return all the City property in Contractor's possession including, but not limited to, any documents, materials, and other proprietary information belonging to the City, in both physical and electronic form. The City shall issue a final payment to Contractor for all Services provided and due as of the date of termination.

If either Party materially breaches any term of this Agreement, in addition to any other remedies at law or equity, the other Party may terminate the Agreement if such breach is not cured within ten (10) days after written notice of such breach is given.

In addition, if the Contractor is convicted of any crime or offense, fails or refuses to comply with the written policies or reasonable directive of City, is guilty of serious misconduct in connection with performance hereunder, or materially breaches provisions of this Agreement, City at any time may terminate the engagement of the Contractor immediately and without written notice to the Contractor.

By signing this Agreement, Contractor agrees it may be subject to civil penalties for the filing of false claims as set forth in the California False Claims Act, Government Code sections 12650, et seq.

8. Relationship of Parties. It is understood by the Parties that, under the code of the Internal Revenue Service (IRS) and applicable law, the Contractor is an independent contractor with respect to the City. Therefore, the Parties agree and acknowledge that neither the Contractor, or any of its employees, subcontractors, volunteers, or agents (collectively, "Representatives") are employed by the City. Furthermore, at all times during the term of this Agreement, the Contractor and its Representatives shall have no authority, express or implied, to bind the City to any obligation whatsoever. Notwithstanding any other state or federal law to the contrary, the Contractor and its Representatives shall not qualify for, or become entitled to any compensation, benefit, except as specified in this Agreement, or any incident of employment with the City. In its capacity as an independent contractor, Contractor agrees and represents that:

(i) Contractor has the right to control and direct the means, manner, and method by which the Services required by this Agreement will be performed;
(ii) Contractor maintains all necessary licenses, registrations, permits, and certifications required to perform the Services under this Agreement;
(iii) Contractor sets its own hours and maintains a business location that is separate from the business or work location of the City;
(iv) Contractor is customarily engaged in an independently established business providing the same or similar services as provided by this Agreement;
(v) Contractor has the ability to contract with other businesses to provide the same or similar services as provided by this Agreement, without restriction from the City;
(vi) Contractor holds itself out to the public as available to provide the same or similar services;
(vii) Contractor provides its own tools, equipment, software, programs, and any other supplies necessary to perform the Services;
(viii) Contractor can negotiate its own rates;
(ix) Contractor has the right to hire assistants, retain subcontractors, or utilize employees to provide the services required under this Agreement;
(x) Contractor shall be solely responsible for the payment of payroll taxes and any unemployment compensation on behalf of their employees and personnel;

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(xi) Contractor shall be responsible for providing all workers' compensation insurance on behalf of their employees and, if Contractor hires employees to perform any work under this Agreement, Contractor agrees to grant workers' compensation coverage to the extent required by law.

By initialing below, Contractor agrees and acknowledges that Contractor has reviewed the enumerated list contained in Section 8. Contractor further agrees and acknowledges that everything listed in subsections (i) through (xi) above is true and accurate.

DS
OB
Initial

9. Non-Exclusivity. It is contemplated that the relationship between the Contractor and the City shall be a non-exclusive one. Contractor has the right and ability to perform services for other business entities, organizations, and/or individuals, without restriction from the City, except where matters may arise as to confidentiality and conflicts of interest.

10. Indemnification. Contractor will defend and indemnify the City and its officers, directors, managers, employees, agents, and representatives ("Affiliates") against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens, or other liens, labor disputes, losses, damages, expenses, charges or costs, of any kind or character, including attorneys' fees and court costs (collectively, "Claims"), which arise out of or are in any way connected to this Agreement or Contractor's activities pursuant to this Agreement, including without limitation, Claims related to sexual abuse or molestation, and Claims caused by the concurrent negligent act, error, or omission, whether active or passive, of the City and its Affiliates.

11. Insurance. Where necessary to perform the Services under this Agreement, Contractor, at its sole cost and expense, shall procure and maintain for the duration of the Agreement the types and amounts of insurance listed below against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor and its Representatives. Contractor will obtain and maintain policies of commercial general liability insurance and automobile liability insurance, and worker's compensation insurance and/or sexual abuse and molestation liability insurance, if applicable, from an insurance company authorized to transact the business of insurance in the State of California. The insurance requirements are as follows:

(i) Commercial General Liability: Insurance plan, at least as broad as Insurance Services Office Form CG 0001 (most recent edition), with an "occurrence" basis, including property damage, bodily injury, personal & advertising injury, and sexual abuse and molestation with limits no less than $1,000,000 per occurrence.

(ii) Automobile Liability: Contractor shall maintain a current and valid Automobile Insurance Policy at or above the minimum level required by the State of California for any and all vehicles used to perform the Services under this Agreement.

(iii) Workers' Compensation: Insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with a limit of no less than $1,000,000 per accident for bodily injury or disease. Proof of workers' compensation insurance is applicable if Contractor has employees other than self. If Contractor does not have employees other than self, Contractor shall submit a completed "No Employees Declaration Form" provided by the City.

(iv) Sexual Abuse or Molestation (SAM) Liability: If the Commercial General Liability policy referenced above is not endorsed to include affirmative coverage for sexual abuse or molestation, Contractor shall obtain and maintain a policy covering Sexual Abuse and Molestation with a limit no less than $1,000,000 per occurrence.

The insurance will be in force during the life of this Agreement and will not be canceled without thirty (30) days prior written notice to the City by certified mail. All insurance required by this section is

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to be placed with insurers with a Bests' rating of no less than A-:VII. The City of Dublin and its elected officials, officers, employees, agents, and volunteers must be named as additional insureds on commercial general liability insurance, automobile liability insurance, and sexual abuse or molestation liability insurance, if applicable. Contractor's insurance coverage will be primary insurance with respect to City and its elected officials, officers, employees, agents, and volunteers. The insurance policies must include a waiver of all rights of subrogation against the City, its elected or appointed officers, officials, agents, and employees for losses paid under the terms of any policy which arise from work performed by the Contractor for the City (including workers' compensation insurance, if applicable). Any insurance or self-insurance maintained by the City will be in excess of Contractor's insurance and not contributory with it. Contractor will furnish certificates of insurance and endorsements to City prior to City's execution of this Agreement. This Agreement is expressly contingent upon the insurance requirements being met, and this Agreement shall not be complete and no work may commence until Contractor has provided adequate proof of insurance. If the City does not receive the required insurance documents prior to the Contractor beginning work, it shall not waive the Contractor's obligation to provide them. The City reserves the right to modify these requirements, and reserves the right to require complete copies of all required insurance policies at any time.

11. Nondiscrimination and Equal Opportunity. The Parties shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or applicant for any services or programs provided under this Agreement.

12. Mandated Reporting. Contractor recognizes and acknowledges that persons under the age of 18 may participate in classes/activities to be conducted by Contractor pursuant to this Agreement. Contractor further recognizes and acknowledges that if any person under the age of 18 does, in fact, participate in said classes/activities, then Contractor is deemed to be a "Mandated Reporter" pursuant to the California Child Abuse and Neglect Reporting Act (Penal Code §§ 11164-11174.3) ("CANRA"). Concurrently with the execution of this Agreement and pursuant to Penal Code section 11166.5, Contractor has been provided with, and has executed, an Acknowledgement of Mandated Requirements, Receipt of Training, and Receipt of Penal Code Statutes, which acknowledgement shall be maintained by the City during the term of this Agreement.

If the Contractor has employees, subcontractors, volunteers, and agents, and those employees, subcontractors, volunteers, and agents will come into contact with minors on a regular basis, those employees must also follow the Mandated Reporter requirements. Contractors who have employees will be required to execute an Acknowledgement and Release of Information, which acknowledgement shall be maintained by the City during the term of this Agreement.

13. TB Test Requirements. If the Services include contact with minors, Contractor shall produce a certificate, issued by a licensed physician or other authorized agency, showing that within the last two years the Contractor has been examined and has been found to be free of communicable tuberculosis (TB). If the Contractor has employees, those employees must also follow the TB requirements set forth in this Agreement. Contractors who have employees, subcontractors, volunteers, and agents will be required to execute an Acknowledgement and Release of Information, which acknowledgement shall be maintained by the City during the term of this Agreement.

14. Fingerprint Requirements. If class/program is open to youth under the age of 18 years, Contractor and any of its employees, subcontractors, volunteers, and agents of the Contractor agrees to fulfill all fingerprint/background checks prior to the first class. Contractor and the Contractor's employees, subcontractors, volunteers, and agents, if any, are not eligible to work until the clearance is received from the Department of Justice and Contractor has been notified by a Parks & Community Services Department representative.

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15. Transporting Participants. Contractor or any of its employees, subcontractors, volunteers, and agents shall not transport any participant in his/her own vehicle. Transportation is the responsibility of the program participant.

16. Mutual Representations and Warranties. Both the City and Contractor represent and warrant that each Party has full power, authority and right to execute and deliver this Agreement, has full power and authority to perform its obligations under this Agreement, and has taken all necessary action to authorize the execution and delivery of this Agreement. No other consents are necessary to enter into or perform this Agreement.

17. No Implied Waiver of Breach. The waiver of performance or any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

18. Notice. Any notice or other communication given or made to either Party under this Agreement shall be in writing and delivered by hand, sent by certified or registered mail, return receipt requested, to the addresses provided below or to another address as that Party may subsequently designate by notice, and shall be deemed given on the date of delivery.

City	Contractor
Linda Smith City Manager 100 Civic Plaza Dublin, CA 94568 (925) 833-6650	Olly Bayliss North American Youth Activities, dba Kidz Love Soccer P.O. Box 337 Corte Madera, CA 94976 (888) 277-9542

19. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

20. Disputes. All disputes arising out of this agreement shall be submitted to final and binding arbitration in accordance with the rules of the American Arbitration Association. The dispute shall be submitted to arbitration in accordance with the laws of the State of California. The arbitrator's award shall be final, and judgment may be entered upon it by any court having jurisdiction thereof.

21. Governing Law and Venue. In the event that either Party brings any action against the other under this Agreement, the Parties agree that trial of such action will be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California. The laws of the State of California will govern this Agreement.

22. Integration and Amendments. This Agreement represents the entire and integrated agreement between the City and the Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral as of the Effective Date. The Parties may amend this Agreement if mutually agreed upon in writing.

SIGNATURES ON THE FOLLOWING PAGE

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IN WITNESS WHEREOF, this Agreement has been executed and delivered as of the Effective Date.

CITY OF DUBLIN:

BY: _____
SIGNATURE

Linda Smith
NAME

DATE: _____

CONTRACTOR:

DocuSigned by:
BY: Olly Baylis
D3D8E32D3DEB425...
SIGNATURE

Olly Baylis
NAME

DATE: 5/22/2023

3629050.1

Attest:

_____
Marsha Moore, City Clerk

Approved as to Form:

_____
City Attorney

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EXHIBIT A

[Description of Services]

Kidz Love Soccer is a youth sports organization that operates in various communities throughout the United States and offers soccer classes and camps for children aged 2 to 12 years old. Their approach is centered around using fun games, skills demonstrations, and friendly matches in a non-competitive environment as a means of imparting the fundamental principles of soccer to children. The programs are taught by experienced instructors who adhere to a proprietary curriculum that is tailored to the appropriate age group and field-tested. The emphasis is on instilling a love for sports and encouraging good sportsmanship in a high-energy atmosphere. Kidz Love Soccer provides all of the requisite equipment, including soccer balls, goals, cones, and flags, allowing children to commence playing right away. At the conclusion of the session, participants are awarded a Kidz Love Soccer Jersey.

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING A CONTRACT INSTRUCTOR SERVICES AGREEMENT WITH WORLD CUP SOCCER CAMPS AND CLINICS FOR RECREATION SERVICES

WHEREAS, The Parks and Community Services Department receives and approves proposals from independent contractors who are interested in providing recreational activities or programs to the Dublin community; and

WHEREAS, Staff has reviewed and accepted proposals from World Cup Soccer Camps and Clinics; and

WHEREAS, Staff has negotiated terms with World Cup Soccer Camps and Clinics that will begin on July 1, 2023, and end on June 30, 2025.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve a Contract Instructor Services Agreement with World Cup Soccer Camps and Clinics.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the agreement, attached hereto as **Exhibit A,** approve payments over $45,000, and make any necessary, non-substantive changes to carry out the intent of this Resolution.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

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AGREEMENT FOR CONTRACT INSTRUCTOR SERVICES

This Agreement for Contract Instructor Services ("Agreement") is made and entered into as of the 1st day of July 2023 by and between the City of Dublin, a municipal corporation of the State of California ("City"), and Rudolf Graf dba World Cup Soccer Camps and Clinics ("Contractor"), a Corporation in the State of California (collectively, the "Parties"). In consideration of their mutual covenants, the Parties hereto agree as follows:

1. Scope of Work. The Parties acknowledge that Contractor possesses experience and knowledge of value to the City and, as such, enter into this Agreement for specialized services. Subject to the terms and conditions of this Agreement, the Contractor shall provide the following ("Services"):

[SEE "EXHIBIT A" FOR DESCRIPTION OF SERVICES]

2. Performance of Services. Contractor has the right and power to control how the Services provided under this Agreement will be performed by the Contractor and its employees, agents, or representatives. Contractor shall direct the means, manner, and method by which the Services under this Agreement will be performed, without interference from the City as to the mode of accomplishing or effectuating the performance of Services. Contractor may, at its own expense, retain the services of third-parties in performing the Services under this Agreement, unless doing so would result in a material breach of any provision contained herein.

3. Payment Terms. For the services described in Section 1 above, the City agrees to pay Contractor 60% of the resident rate for each participant, which amount shall include all expenses. Except as specifically authorized by City, Contractor shall not bill City for duplicate services performed by more than one person (reasonable quality control and assurance work as generally recognized as an acceptable practice in this field is expected). Contractor understands that any time a participant requests a refund or credit, that amount will be reduced from the gross revenue on which Contractor's payment is calculated. Contractor understands and agrees that Contractor will complete and submit a Contract Contractor Course Proposal Form for each session that courses will be offered. Submitting a proposal does not guarantee that the course, program or activity will be added to the City's public recreation offerings. Session dates may be altered from time to time at the City's discretion. City, at its sole discretion, will accept or reject Contractor's proposal and collaborate with Contractor in finalizing a session schedule. When each session schedule is finalized, the City will produce a Schedule Summary. Final Schedule Summaries will be incorporated herein by this reference as if set forth in full.

At the end of each session, the City shall pay Contractor for services rendered. The City will issue payment to Contractor within 30 business days after services are complete. Prior to City processing payment, Contractor shall submit course attendance sheets and completed evaluation forms, if applicable, to the Parks and Community Services Department within five working days upon completion of service.

4. Location of Work. Due to the nature of work and subject to the terms and conditions of this Agreement, the City and Contractor agree that Contractor will provide services and/or class instruction (check all that apply):

☐ **Offsite:** At his/her/their own facility, located off-premises from any City-owned facility located at _____.
(Street, City, Zip Code)

X **Onsite:** At a City-owned facility.

☐ **Other:** _____.
(Please Describe)

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5. Expenses. Except as otherwise specified in this Agreement or mutually agreed upon by the Parties, the Contractor shall be responsible for all the necessary costs and expenses incurred in connection with the performance of the Services under this Agreement. This may include, but is not limited to, supplies, software, subscriptions, working spaces, equipment, operating costs, business costs, licenses, registrations, employment costs, taxes, Social Security contributions / payments, disability insurance, unemployment taxes, and any other cost that is made in connection with the Services provided Contractor.

6. Term. Contractor's engagement with the City, and the terms and conditions of this Agreement, shall be effective as of July 1, 2023 ("Effective Date") and shall terminate on June 30, 2025.

7. Termination. This Agreement may be terminated by either Party upon sixty (60) days of prior written notice, or as mutually agreed upon in writing by both Parties. At the time of termination, Contractor agrees to return all the City property in Contractor's possession including, but not limited to, any documents, materials, and other proprietary information belonging to the City, in both physical and electronic form. The City shall issue a final payment to Contractor for all Services provided and due as of the date of termination.

If either Party materially breaches any term of this Agreement, in addition to any other remedies at law or equity, the other Party may terminate the Agreement if such breach is not cured within ten (10) days after written notice of such breach is given.

In addition, if the Contractor is convicted of any crime or offense, fails or refuses to comply with the written policies or reasonable directive of City, is guilty of serious misconduct in connection with performance hereunder, or materially breaches provisions of this Agreement, City at any time may terminate the engagement of the Contractor immediately and without written notice to the Contractor.

By signing this Agreement, Contractor agrees it may be subject to civil penalties for the filing of false claims as set forth in the California False Claims Act, Government Code sections 12650, et seq.

8. Relationship of Parties. It is understood by the Parties that, under the code of the Internal Revenue Service (IRS) and applicable law, the Contractor is an independent contractor with respect to the City. Therefore, the Parties agree and acknowledge that neither the Contractor, or any of its employees, subcontractors, volunteers, or agents (collectively, "Representatives") are employed by the City. Furthermore, at all times during the term of this Agreement, the Contractor and its Representatives shall have no authority, express or implied, to bind the City to any obligation whatsoever. Notwithstanding any other state or federal law to the contrary, the Contractor and its Representatives shall not qualify for, or become entitled to any compensation, benefit, except as specified in this Agreement, or any incident of employment with the City. In its capacity as an independent contractor, Contractor agrees and represents that:

(i) Contractor has the right to control and direct the means, manner, and method by which the Services required by this Agreement will be performed;
(ii) Contractor maintains all necessary licenses, registrations, permits, and certifications required to perform the Services under this Agreement;
(iii) Contractor sets its own hours and maintains a business location that is separate from the business or work location of the City;
(iv) Contractor is customarily engaged in an independently established business providing the same or similar services as provided by this Agreement;
(v) Contractor has the ability to contract with other businesses to provide the same or similar services as provided by this Agreement, without restriction from the City;
(vi) Contractor holds itself out to the public as available to provide the same or similar services;
(vii) Contractor provides its own tools, equipment, software, programs, and any other supplies necessary to perform the Services;
(viii) Contractor can negotiate its own rates;
(ix) Contractor has the right to hire assistants, retain subcontractors, or utilize employees to provide the services required under this Agreement;

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(x) Contractor shall be solely responsible for the payment of payroll taxes and any unemployment compensation on behalf of their employees and personnel;

(xi) Contractor shall be responsible for providing all workers' compensation insurance on behalf of their employees and, if Contractor hires employees to perform any work under this Agreement, Contractor agrees to grant workers' compensation coverage to the extent required by law.

By initialing below, Contractor agrees and acknowledges that Contractor has reviewed the enumerated list contained in Section 8. Contractor further agrees and acknowledges that everything listed in subsections (i) through (xi) above is true and accurate.

DS RG

Initial

9. Non-Exclusivity. It is contemplated that the relationship between the Contractor and the City shall be a non-exclusive one. Contractor has the right and ability to perform services for other business entities, organizations, and/or individuals, without restriction from the City, except where matters may arise as to confidentiality and conflicts of interest.

10. Indemnification. Contractor will defend and indemnify the City and its officers, directors, managers, employees, agents, and representatives ("Affiliates") against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens, or other liens, labor disputes, losses, damages, expenses, charges or costs, of any kind or character, including attorneys' fees and court costs (collectively, "Claims"), which arise out of or are in any way connected to this Agreement or Contractor's activities pursuant to this Agreement, including without limitation, Claims related to sexual abuse or molestation, and Claims caused by the concurrent negligent act, error, or omission, whether active or passive, of the City and its Affiliates.

11. Insurance. Where necessary to perform the Services under this Agreement, Contractor, at its sole cost and expense, shall procure and maintain for the duration of the Agreement the types and amounts of insurance listed below against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor and its Representatives. Contractor will obtain and maintain policies of commercial general liability insurance and automobile liability insurance, and worker's compensation insurance and/or sexual abuse and molestation liability insurance, if applicable, from an insurance company authorized to transact the business of insurance in the State of California. The insurance requirements are as follows:

(i) Commercial General Liability: Insurance plan, at least as broad as Insurance Services Office Form CG 0001 (most recent edition), with an "occurrence" basis, including property damage, bodily injury, personal & advertising injury, and sexual abuse and molestation with limits no less than $1,000,000 per occurrence.

(ii) Automobile Liability: Contractor shall maintain a current and valid Automobile Insurance Policy at or above the minimum level required by the State of California for any and all vehicles used to perform the Services under this Agreement.

(iii) Workers' Compensation: Insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with a limit of no less than $1,000,000 per accident for bodily injury or disease. Proof of workers' compensation insurance is applicable if Contractor has employees other than self. If Contractor does not have employees other than self, Contractor shall submit a completed "No Employees Declaration Form" provided by the City.

(iv) Sexual Abuse or Molestation (SAM) Liability: If the Commercial General Liability policy referenced above is not endorsed to include affirmative coverage for sexual abuse or molestation, Contractor shall obtain and maintain a policy covering Sexual Abuse and Molestation with a limit no less than $1,000,000 per occurrence.

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The insurance will be in force during the life of this Agreement and will not be canceled without thirty (30) days prior written notice to the City by certified mail. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A-:VII. The City of Dublin and its elected officials, officers, employees, agents, and volunteers must be named as additional insureds on commercial general liability insurance, automobile liability insurance, and sexual abuse or molestation liability insurance, if applicable. Contractor's insurance coverage will be primary insurance with respect to City and its elected officials, officers, employees, agents, and volunteers. The insurance policies must include a waiver of all rights of subrogation against the City, its elected or appointed officers, officials, agents, and employees for losses paid under the terms of any policy which arise from work performed by the Contractor for the City (including workers' compensation insurance, if applicable). Any insurance or self-insurance maintained by the City will be in excess of Contractor's insurance and not contributory with it. Contractor will furnish certificates of insurance and endorsements to City prior to City's execution of this Agreement. This Agreement is expressly contingent upon the insurance requirements being met, and this Agreement shall not be complete and no work may commence until Contractor has provided adequate proof of insurance. If the City does not receive the required insurance documents prior to the Contractor beginning work, it shall not waive the Contractor's obligation to provide them. The City reserves the right to modify these requirements, and reserves the right to require complete copies of all required insurance policies at any time.

12. **Nondiscrimination and Equal Opportunity**. The Parties shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or applicant for any services or programs provided under this Agreement.

13. **Mandated Reporting**. Contractor recognizes and acknowledges that persons under the age of 18 may participate in classes/activities to be conducted by Contractor pursuant to this Agreement. Contractor further recognizes and acknowledges that if any person under the age of 18 does, in fact, participate in said classes/activities, then Contractor is deemed to be a "Mandated Reporter" pursuant to the California Child Abuse and Neglect Reporting Act (Penal Code §§ 11164-11174.3) ("CANRA"). Concurrently with the execution of this Agreement and pursuant to Penal Code section 11166.5, Contractor has been provided with, and has executed, an Acknowledgement of Mandated Requirements, Receipt of Training, and Receipt of Penal Code Statutes, which acknowledgement shall be maintained by the City during the term of this Agreement.

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18. No Implied Waiver of Breach. The waiver of performance or any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

19. Notice. Any notice or other communication given or made to either Party under this Agreement shall be in writing and delivered by hand, sent by certified or registered mail, return receipt requested, to the addresses provided below or to another address as that Party may subsequently designate by notice, and shall be deemed given on the date of delivery.

City	Contractor
Linda Smith City Manager 100 Civic Plaza Dublin, CA 94568 (925) 833-6650	Rudolf Graf World Cup Soccer Camps & Clinics 3141 Stevens Creek Blvd #300 San Jose, CA 95117 (408) 354-4949

20. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

21. Disputes. All disputes arising out of this agreement shall be submitted to final and binding arbitration in accordance with the rules of the American Arbitration Association. The dispute shall be submitted to arbitration in accordance with the laws of the State of California. The arbitrator's award shall be final, and judgment may be entered upon it by any court having jurisdiction thereof.

22. Governing Law and Venue. In the event that either Party brings any action against the other under this Agreement, the Parties agree that trial of such action will be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California. The laws of the State of California will govern this Agreement.

23. Integration and Amendments. This Agreement represents the entire and integrated agreement between the City and the Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral as of the Effective Date. The Parties may amend this Agreement if mutually agreed upon in writing.

SIGNATURES ON THE FOLLOWING PAGE

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IN WITNESS WHEREOF, this Agreement has been executed and delivered as of the Effective Date.

CITY OF DUBLIN:

BY: _____
SIGNATURE

Linda Smith
NAME

DATE: _____

CONTRACTOR:

BY: DocuSigned by: Ruedi Graf 2389535FDE7045B...
SIGNATURE

Ruedi Graf
NAME

DATE: 5/19/2023

3629050.1

Attest:

_____
Marsha Moore, City Clerk

Approved as to Form:

_____
City Attorney

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EXHIBIT A

[Description of Services]

World Cup Soccer Camps and Clinics offers a comprehensive range of soccer programs that cater to children of all ages and skill levels. Their programs include soccer camps, clinics, after-school classes, team training, and personal soccer training, all of which are designed to enhance children's soccer abilities.

The Founder and CEO, Rudolf Graf, is a professional soccer player from Switzerland who holds a Professional United States Soccer Federation "A" Level Coaching License and possesses years of experience coaching high school and college teams. World Cup Soccer staff take pride in delivering the highest standard of professional coaching and instruction, earning a well-deserved reputation as one of the best and most effective camp operations in the USA. Classes focus on developing individual player skills, including ball control, dribbling, passing, receiving, and shooting. Each participant receives a World Cup Soccer T-shirt as part of their registration.

Agenda Item 4.8

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: 2023 Utility Box Art Selection
Prepared by: Tyler Phillips, Heritage & Cultural Arts Supervisor

EXECUTIVE SUMMARY:

The City Council will consider a recommendation from the Heritage and Cultural Arts Commission for artwork to be painted on 10 utility boxes in summer 2023.

STAFF RECOMMENDATION:

Approve the Heritage and Cultural Arts Commission's 2023 Utility Box Art Program recommendations.

FINANCIAL IMPACT:

The cost of 10 utility boxes, including artist payments and miscellaneous supplies, is estimated at $10,350. This project is funded by the Public Art Fund and is included in the adopted Fiscal Year 2023-24 Budget.

DESCRIPTION:

The 2023 Utility Box Art program will include painting 10 utility boxes throughout Dublin. The design theme for the project this year was "Out of the Box." The City sought proposals that incorporated the theme with unique and creative ideas. Artwork themes should also align with the City's Values, which are a part of the adopted Mission and Vision Statements, including safety, inclusivity, diversity, equality, and history. Artwork must also be suitable for all ages.

Staff issued a Call for Artists on February 17, 2023 (Attachment 2), publicizing the opportunity through normal City channels (website, social media, etc.), as well as via email to a list of interested artists, past Dublin utility box artists, registrants in the Cultural Arts Database, nearby cities with successful utility box art programs, and the California Cultural Arts Council website. Thirty-five design proposals were received from 22 professional artists, and nine design proposals were received from seven student artists. In total, 44 design proposals were received from 29

individual artists by the April 22, 2023, deadline.

On May 11, 2023, the Heritage and Cultural Arts Commission reviewed the artists' proposals and deliberated before recommending 10 proposals for City Council consideration and approval. The recommended artists' resumes, statements, and design proposals are included with this Staff Report (Attachment 1). Below is a table illustrating the utility box locations with the recommended artist and title of the artist's proposal.

TABLE 1: UTILITY BOX LOCATIONS AND ARTIST ASSIGNMENTS

Box	*Box location*	*Artist*	*Proposal Title*
Box 1	Amador Valley Blvd. & Stagecoach Rd.	May Yin Giang	Van Gogh in Dublin
Box 2	Dublin Blvd. & Keegan St.	Cathy Godfrey	My Mind's Eye
Box 3	Dublin Blvd. & Lockhart St.	Irish Shen*	Voyager
Box 4	Fallon Rd. & Positano Parkway.	Rosie Liu*	Book Nook
Box 5	Fallon Rd. & Antone Way.	Deirdre Weinberg	Love Handles
Box 6	Fallon Rd. & Signal Hill Dr.	Anne Giancola	Lilies of the Nile & Water Lilies
Box 7	Positano Parkway & Salerno Dr.	Sophia Lee	Moon Salutations
Box 8	Positano Parkway & La Strada Dr.	Ekaterina Bazlakova	Out of the Box
Box 9	Positano Parkway & Vinton Ave.	Shayne Oseguera	Otomi Cacti
Box 10	Central Parkway & Sunset View Dr.	Lisa Long	We All Live Here

*Student Artist

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted, and a copy was provided to the artists.

ATTACHMENTS:

1) Design Proposals from Recommended Artists
2) Call for Artists – Utility Box Art 2023

PROPOSAL COVERSHEET:

Dublin 2023 Utility Box Art Project
Proposals will not be accepted after Friday, April 16, 2023, 12:00 AM (midnight).

Please indicate experience level:

☑ Professional Artist(s) ☐ Student Artist(s), working under supervision of Art Professional

Please indicate any specific box(es) you have proposed a design for, or check 'No Preference' if you would be willing to adapt your design(s) to fit any assigned location:

☐	1	☐	4	☐	7	☐	10
☐	2	☐	5	☐	8	☑	Any
☐	3	☐	6	☐	9		

Artist: Vera Lowdermilk

Co-Artist, if applicable: Anne Giancola

Co-Artist, if applicable: _____

[redacted]

Signature of Artist: _____ Date: 4-14-23

Signature of Co-Artist, if applicable: _____ Date: APRIL 1, 2023

Signature of Co-Artist, if applicable: _____ Date: _____

Supervising Art Professional, if applicable: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____ Website _____

Signature of Supervising Art Professional: _____ Date: _____

ANNE GIANCOLA

[redacted]

Summary of Qualifications
Communications and art expert with a rich history of bridging community and culture. Exemplary background in utilizing imagination and talent, taking projects from concept to completion.

Professional Experience
Visual Arts and Education Manager, *2014-present*
Livermore Valley Arts, Livermore, CA

- Curate art exhibitions at the Bankhead Theater Gallery, crossing diverse multiple disciplines of the arts to create vibrant contemporary art exhibits.
  Developed and produced all aspects of the visual arts operations including art camps, art sales, exhibit opportunities, and receptions.
- Manage all aspects of a vibrant non-profit arts center (Bothwell Arts Center, a part of LVPAC) incorporating visual arts, dance, music and theater.
- Produce ArtWalk Livermore, a highly successful art festival.
- Design and produce collateral materials such as brochures, signage, event logos, exhibit and event postcards, social media notices, website design and website updating.
- Collaboration with multiple community cultural groups.
- Develop and implement program budgets
- Negotiated agreements for art classes and art studio spaces

Studio Director and co-Founder Rollstone Studios, Fitchburg, MA 2008 – 2013

- Managed all communications including website, social media initiatives, e-mail marketing, advertising, press releases, print media, liaison with community organizations.
- Plan and implement all events and exhibitions.
- Resource development and grant writing for project and operational support.
- Working relationship with government agencies, cultural arts groups, and the public.

ArtWorks *Owner/Artist* 1994 — present.
A creative business for commercial and residential design services.

- Design and production of murals, illustration, art commissions and art classes

Software Skills
Software skills include Mac-based Adobe Creative Suite: Photoshop, InDesign, Illustrator; MS Office Suite; Squarespace, Word Press, Google Analytics

Instructor/Presenter and Community Involvement

- 2022 recipient of the Alameda County Arts Leadership Award
- Civic Arts Commissioner, City of Pleasanton
- Professional presentations to business and arts groups
- Board Member, Pleasanton Cultural Arts Council
- Panelist, Berkeley Civic Arts Grants Commission
- Member, Women's Caucus for Arts, national organization

Education
M.S. Applied Communications, Fitchburg State University, 2013, Graduate Student of the Year
B.A. History, U.C. Santa Barbara, Honors

ART and MURALS
Vera Gordeev Lowdermilk
[redacted]

Key Attributes
Ability to envision and create original designs
Sensitivity to clients' needs
High level of integrity and professionalism
Outstanding record of completing jobs on time and within budget
Able to successfully work with other artists and designers
In depth knowledge of art styles through travels, museums and books
Accomplished fine artist and painter
Extensive experience with residential, business and civic clients

Experience
2009/2010 Lead artist and designer
• Designed and produced an 80' x 18' historic firefighter mural in Livermore CA
• Supervised and directed mural assistants
• Created and published a Prayer Book in the illuminated manuscript style
• Chosen to produce a bronze sculpture for the City of Milpitas Senior Center

2010 StreetsmARTs artist.
• Completed three murals for the City of San Francisco (Zen Garden I on Noriega and 22nd, Zen Garden II on Mission and Lowell, Zen Garden III on Circular and Monterey)
• Created client inspired designs with the intention on generating an urban oasis

1996-present Professional Fine Artist
• Created the Wente Winery Signature poster and Ravenswood, Jewel of Historic Livermore limited edition poster from original painting.
• Designed and produced original murals, portraits and paintings in various media for hundreds of clients
• Achieved high level of recognition and customer satisfaction
• Participated in the annual community ArtWalk and Main Street Banner projects

2005-present
• Painted scenery for the Pleasanton Playhouse, Bankhead Theater and Tri Valley Repertory Theater
• Met deadlines under pressure

Education
2004: The Crucible, ARC/Oxy-acetylene welding course, Oakland CA
Jewelry design and production with noted metalsmith Alan Revere, San Francisco CA
BA, Art History, Southern Connecticut College, New Haven CT

Utility Box program 2023
Submission

Lilies of the Nile and Water Lilies

“Out of the box” can mean many things- to me, it means thinking about things in a new way, considering new possibilities, doing the unexpected!
Why not a utility box embellished with beautiful flowers outlined in gold? And with frogs on lily pads enjoying a swim?
The title of my inspired , “Out of the Box “ design is
“ Lilies of the Nile and Water Lilies “
Inspired by my own garden and recently visited Botanical Garden with lily pads.
I’ve been outlining my art with gold for many years - and recently was inspired by the gold around the rim of special dishes, and how lovely it looks.
It’s always an inspiration to paint for City of Dublin, and submit a painting for consideration.

Sincerely,
Vera Lowdermilk

Exhibit A

Utility Box Art Template

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Art Title:



Top of Box

Back **Left Side** **Front** **Right Side**

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☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☑ 10 Any

Artist: Cathy Godfrey

Co-Artist, if applicable _____

Co-Artist, if applicable _____

[redacted]

Signature of Artist: _____ Date: 3/19/23

Signature of Co-Artist, if applicable: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Supervising Art Professional, if applicable: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____ Website _____

Signature of Supervising Art Professional: _____ Date: _____

Cathy Godfrey

Dublin, CA

[redacted]

Experience

- **Stewardship Officer**, SF-Marin Food Bank, Jan 2023 - Present (3 months)
- **Owner,** Badger Dog Productions**,** Aug 2022 - Present (8 months)
- **Donor Relations Officer,** Greater Cleveland Food Bank**,** Nov 2019 - Oct 2022 (3 years)
- **Director Of Development,** Happy Trails Farm Animal Sanctuary**,** Dec 2018 - Nov 2019 (1 year)
- **Program Coordinator,** Friendship Animal Protective League**,** May 2017 - May 2019 (2 years 1 month)
- **Animal Care Technician and Adoptions Associate,** Cleveland Animal Protective League**,** 2015 - 2017 (2 years)

Education

- Cleveland State University, Master's Degree, Master of Science in Urban Studies, Economic Development, Aug 2021 - May 2023
- Indiana University Lilly Family School of Philanthropy, Developing Major Gifts, The Fund Raising School, Jan 2020 - Mar 2021
- Cleveland State University, Nonprofit Administration, Urban Studies/Affairs, 2017 – 2021
- Cleveland State University, Certificate, Public Management, 2017 – 2019
- Valley Forge High School, Career and Technical Education, Visual Communications, May 2008 - Jun 2009
- Adobe Photoshop Certified Associate, Adobe Illustrator Certified Associate, Adobe InDesign Certified Associate
- Cuyahoga Community College, Business Administration and Management, Graphic Design

Licenses & Certifications

- SharePoint: Creating Communication Sites - LinkedIn
- Blackbaud Certified in Raiser’s Edge at the Fundamentals Level - Blackbaud
- Blackbaud Certified in Raiser’s Edge NXT at the Professional Level – Blackbaud

Skills

Art • Image Editing • Adobe Photoshop • Adobe Creative Suite • Illustration • Digital Illustration • Art Appreciation • Multimedia • Video Editing • Digital Video

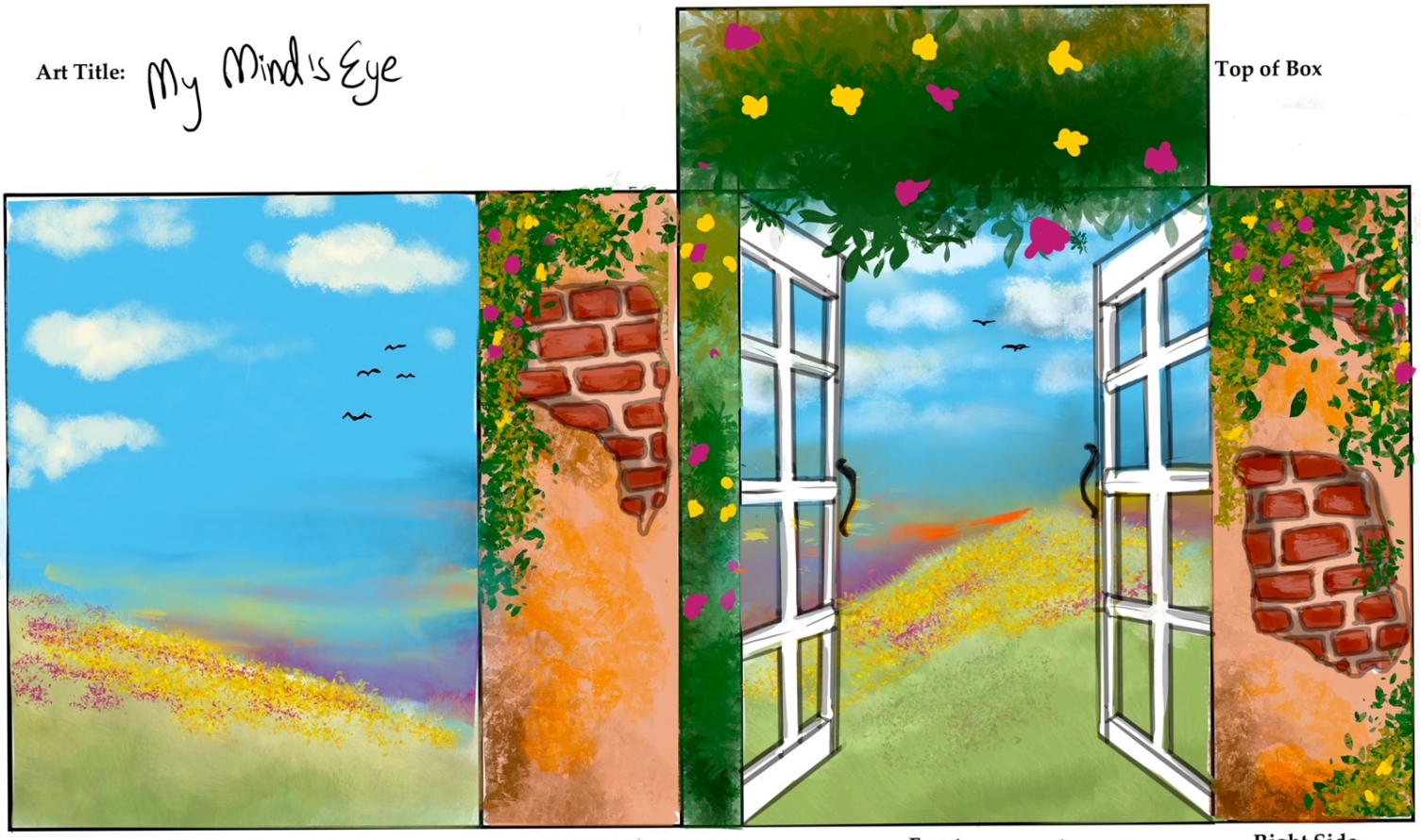
Honors & Awards

David and Pat Sweet Scholarship in Public Service and Civic Education
2020

Title: My Mind’s Eye

Statement: The purpose of this design is to take a utilitarian object and transform it into a window to a vibrant and picturesque place. This concept is a play on the idea that places and objects become beautiful and meaningful based on our perception and memories, despite what they may look like to others.

Art Title: My Mind's Eye



Top of Box

Back

Left Side

Front

Right Side

Amy Doe

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☐	3	☐	6	☐	9	☑	Any

Artist: Deirdre Weinberg

Co-Artist, if applicable _____

Co-Artist, if applicable _____

[redacted]

Signature of Artist: _____ Date: 3/6/23

Signature of Co-Artist, if applicable: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Supervising Art Professional, if applicable: _____

Address: _____

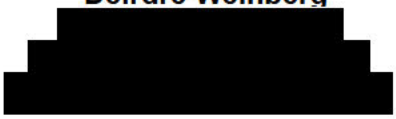
City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____ Website _____

Signature of Supervising Art Professional: _____ Date: _____

Deirdre Weinberg



POSITIONS HELD
2016-Present Board President, Precita Eyes Muralist Association

SOLO SHOWS
2018 Living Memory, Tenderloin Museum, San Francisco California
2017 Current Work, Napa County Library, Napa Ca.
2021 Hear Me Out, Tenderloin Museum, San Francisco California

AWARDS
California Arts Council Grant- Tenderloin Portrait Project 2020

SELECTED RECENT EXHIBITIONS
2022
Spooky Camp
Shoebox Projects LA
Kristine Schomaker, Director

2021
Hear Me Out, Solo Show
Tenderloin Museum, San Francisco

2020
Hearts in SF
Large Heart
Curator:San Francisco General Hospital Foundation

Muni Art 2021 Art on Muni Buses
Curator: SF Beautiful Staff

SELECTED RECENT PUBLIC ART WORKS
2022
Kids Drawing Famous
Tenderloin Children's Playground, San Francisco
Lead Artist

2021
We All Grow Resilient Mural, Laguna Honda Hospital, San Francisco

2020
Brisbane Public Library Mural, Brisbane, Ca

2019
Circles of Life mosaic mural, San Francisco Ca

Utility Box Art; LadyBug Love, City of Redwood City, Ca

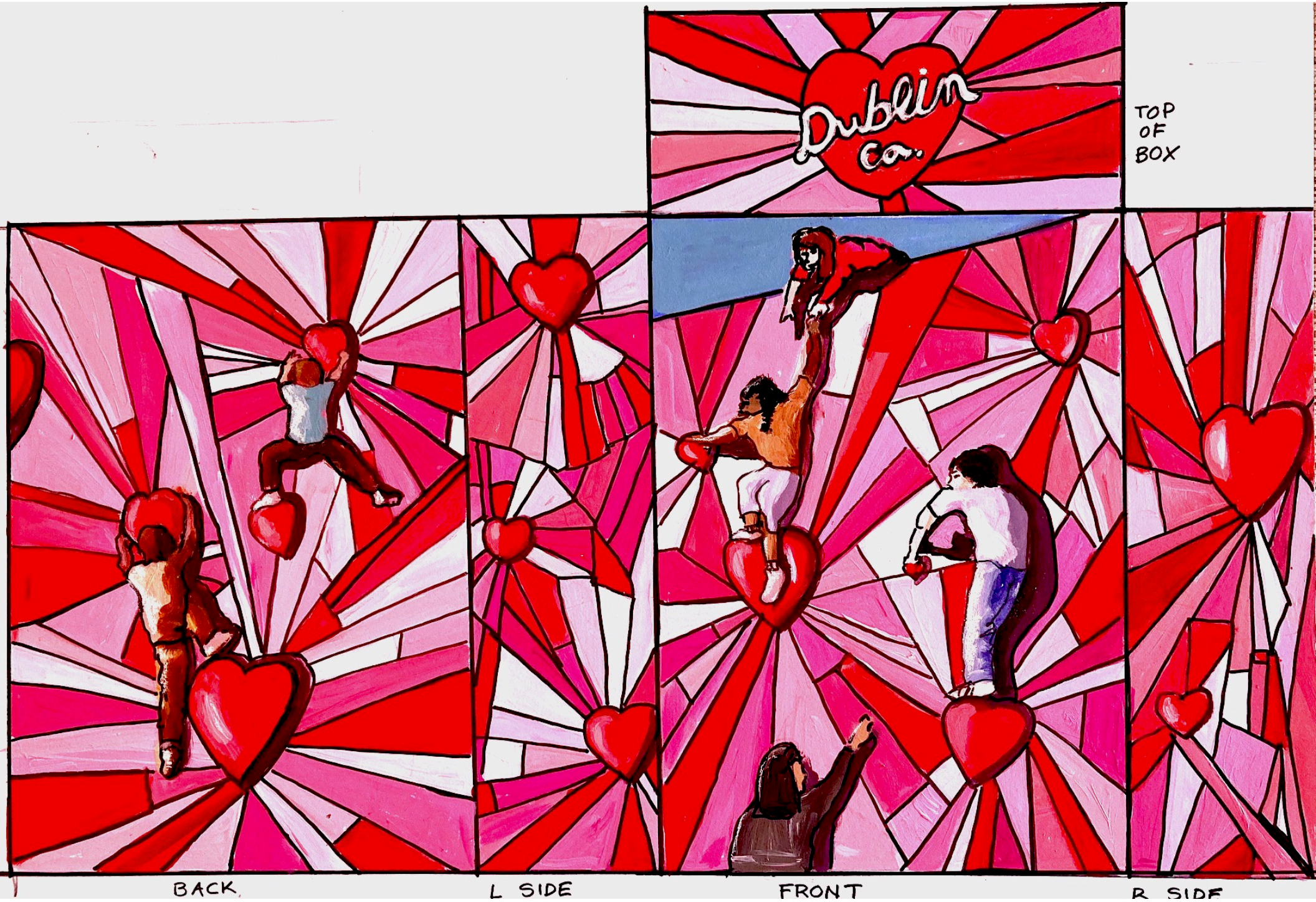
Dublin Utility Box Project 2023

Deirdre Weinberg
[redacted]

Title: Love Handles

Artist Statement

This design shows a fanciful climbing wall where the hand and footholds are hearts. Children of all backgrounds and races are climbing up, trying to reach the top, casting shadows in the bright sun. A kid who made it to the top is extending a helping hand downward. The wall shows a bright red, white and pink abstract design centered around the hearts. The concept is meant to show determination, concentration, striving for goals and having fun along the way.


Dublin
ca.
TOP
OF
BOX
BACK
L SIDE
FRONT
R SIDE

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☐	3	☐	6	☐	9	☒	Any

Artist: EKATERINA BAZLAKOVA

Co-Artist, if applicable _____

[redacted]

Signature of Artist: _____ Date: 04/14/23

Signature of Co-Artist, if applicable: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Supervising Art Professional, if applicable: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____ Website _____

Signature of Supervising Art Professional: _____ Date: _____

EKATERINA BAZLAKOVA

Artist, Art Teacher

[redacted]

[redacted]

Status: Green Card Holder

Objective

A passionate, life-long artist and art educator with 40+ years of experience in the creative field. My paintings can be found in private collections all across the globe: Russia, Germany, Israel, the USA, France and Finland. I have a lot of experience in creating unique aesthetic compositions. All my works are unique and the themes vary from realism to social art and dreamy fantasies.

Career Summary — Self employed Artist and Art Teacher

Produced a collection of pictures depicting local nature and my California dreams
-Established Bay-Area based artist (2021)
-Created about 30 pictures in 4 years (2019-2023)
-Designed an award winning utility box art for local community
-Completed utility box murals in Dublin (2020 and 2022)
-Designed an award winning book box art for Dublin 2022
-Completed decorating book box for Little Free Library in Dublin 2023
-Publication in book “East Bay Artists 2022” by ArtPush org
-Solo Show Exhibition “California Dreaming” in San Ramon City Hall Gallery (January-February 2023)
-Created and taught unique educational program in Moscow State Youth Art Center (1979-2018)
-Teaching master classes in Aran’s Art Studio (acrylic painting in Castro Valley)

Skills: Oil, acrylic, watercolor, ink, pastel, linocat, batik

Recent Exhibitions

California Dreaming Village Theater Art Gallery	Danville, CA	Sept 2020
Affordable Art Show JCO’s Arthaus	Los Gatos, CA	Nov 2020
Splatter Festival	Dublin, CA	Sept 2021
Scary Art Show FCO Gallery	Dublin, CA	Oct 2021

Mus Art Festival Peninsula	Sunnyvale, CA	Sept 2022
Solo Show “California Dreaming”	San Ramon, CA	January-
San Ramon City Hall Gallery		February 2023

Education

Bachelor of Arts in Teaching training	Fine Arts and educational
Moscow State Art Academy 1976-1980	Art Teaching children and adults

ARTIST'S STATEMENT

The World is beautiful and amazing, but people are in a hurry and they can't see it. I wish to show them my lyric perception of the World.

The world around me is my inspiration - nature, people, community and animals. When I created the series of artworks "California Dreams" during the pandemic, it was my only way to communicate with the World. It is not a photo - a realistic copy of nature, but my own conceptual vision of the World. My landscapes are Dreamscapes. When I create compositions, I imagine I am a Bird flying above the Ocean, or I am an Animal hiding in the Dark, or I am living in a different Time. What does it look like from that point of view? My composition and color palette means to capture Nature's Spirit. I use the color arbitrarily to express my feelings. That's what makes my style unique.

Art for me is everything - my lifestyle, my work, my passion, my way of communication with World. I am continuously amazed by the World around me. I'm fascinated by the process of painting: searching for the colors, and creating the composition. When I paint, I fall out of time and space and feel absolutely happy. I live another life. I have so many ideas I will be painting forever. The ideas appear randomly. My favorite painting techniques are oil and acrylic on canvas. I also love to work with watercolor, color pencils and oil pastel on paper. It is my dream to exhibit my body of work to the public. This would be my romantic message to the people.

Design for Utility box art project “OUT OF THE BOX” for Dublin
by Ekaterina Bazlakova

I am an established Bay Area artist Ekaterina Bazlakova. I would like to participate in decorating utility boxes for Dublin. The theme is “Out of the box”.

What could be the most unusual, remarkable, magic in the world? I think it is a circus! All the children and adults adore the circus. It is a special world, another planet with a wonderful atmosphere. There are all miracles, mesmerizing beauty, funny animals and clowns. And also: magic tricks, dancing horses and talking birds!

Colors are bright and bold, composition is dynamic and contrasting. My style is decorative and romantically dreaming. Design is painted with acrylic. I am sure my painting will look great on the street of green blossoming Dublin!

I have a big interest in this work, because I have experience in decorating utility boxes! I have already painted 2 utility boxes in Dublin, and I love to create new artworks!

You can see my artwork on my website: www.artbazlakova.com
And on my Instagram: @artbazlakova

OUT OF THE BOX



back side | left side | front side | right side

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Artist: Iris Shen

Co-Artist, if applicable: _____

Co-Artist, if applicable: _____

[redacted]

E-mail Address: _____ Website: _____

Signature of Artist: _____ Date: April 14, 2023

Signature of Co-Artist, if applicable: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Supervising Art Professional, if applicable: Michelle Meng

[redacted]

E-mail Address: _____ Website: _____

Signature of Supervising Art Professional: _____ Date: April 15, 2023

Artist: Iris Shen

Iris is a sixteen-year-old student artist and is currently a sophomore at Dublin High School. She has been taking weekly art lessons at Michelle Meng's Art Studio for almost eight years. She works in many mediums of art, but mostly enjoys sketching and painting.

In addition to visual arts, Iris has also been trained in performing arts, such as dance and music. Because of this, her art usually takes a more whimsical approach when it comes to landscapes. She has lived all of her life in a suburban landscape but often takes outdoor hikes with her mother, which she finds to be inspiring for her art.

Iris has competed in the Junior Duck Stamp Contest, the Dublin Arts Collective logo contest, and the Alameda County Fair, in which she has won the title of Best in Class and Best in Show. Last year, she won first place at the Dublin San Ramon Women's Club Student Art Festival. Iris views art as a very relaxing hobby and often finds herself drawing in her free time.

Supervising Profesional Artist: Chunhui Meng (Michelle Meng)

Michelle has taught art lessons for 20 years and counting. Prior to teaching, she completed her years of education at Tianjin Academy of Fine Arts in China, majored in Fine Arts Education, and Wilfred Laurier University in Canada, majored in Fine Arts. Michelle fuses the western and eastern traditions and techniques in her teaching and in her art works. Between her teaching years, she also worked as a graphic designer and Jewelry designer for a few years. She's also a local Artist and serves as judge for art competitions.

Artist Statement/Summary

My piece is titled ‘Voyager.’ When I thought about the theme of ‘Out of the Box,’ I wanted to literally take the piece outside of places that people usually explore. That’s why I depicted a sailboat sailing across the sky, along with birds—because boats typically sail on water. I wanted to give the viewer a strange, dreamlike perception of the world that is both completely unrealistic but also shows a healthy amount of imagination.

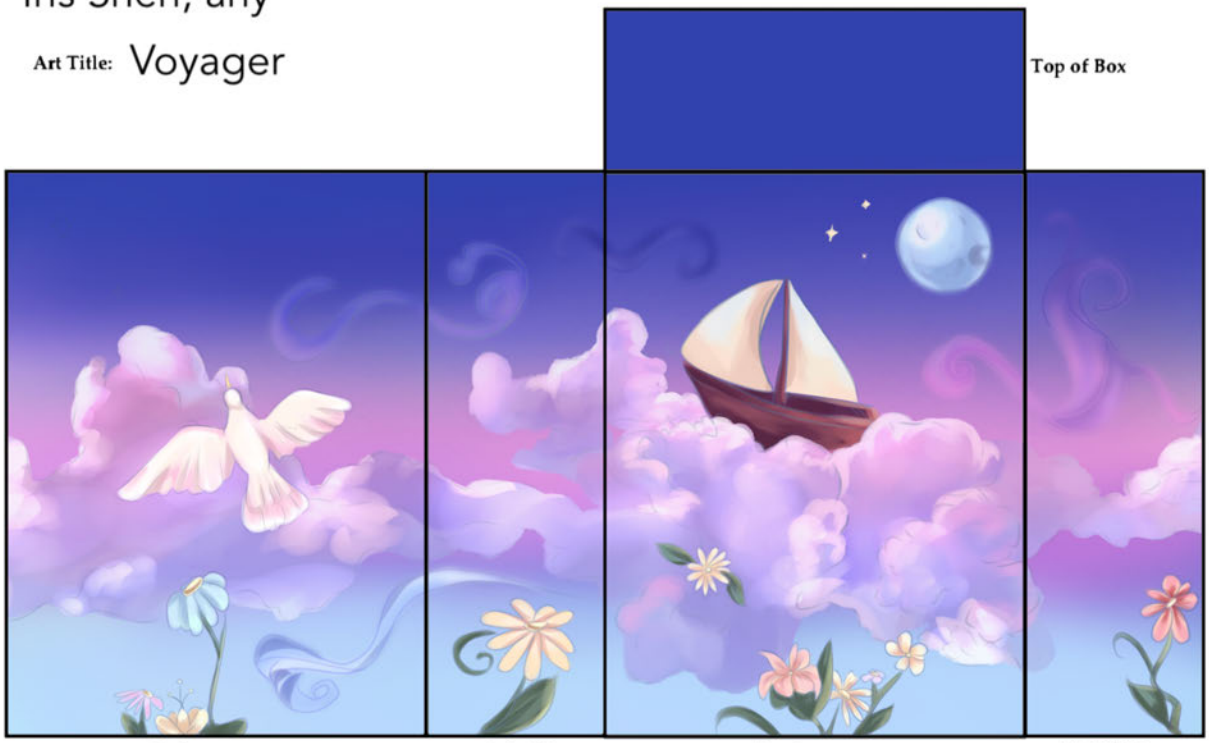
Design:

Utility Box Art Template **Exhibit A**

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Iris Shen, any

Art Title: Voyager



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☐	2	☐	5	☐	8	☐	10
☐	3	☐	6	☐	9	☒	Any

Artist: LISA LONG

Co-Artist, if applicable _____

Co-Artist, if applicable

[redacted]

Signature of Artist: Lisa Long Date: 4/13/23

Signature of Co-Artist, if applicable: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Supervising Art Professional, if applicable: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____ Website _____

Signature of Supervising Art Professional: _____ Date: _____

LISA LONG
Curriculum Vitae

EXHIBITIONS (SELECTED)

2022 - 2023 *12th Annual International Art Competition* Church History Museum, Salt Lake, UT

2018 - 2021 *Enduring Ideals: Roosevelt, Rockwell, and the Four Freedoms, Four Freedoms Re-Imagined* Traveling Exhibit: Roosevelt House, New York, NY / Henry Ford Museum, Dearborn, MI / The George Washington University Museum and The Textile Museum, Washington, D.C. / Norman Rockwell Museum, Stockbridge, MA

2018 *Solo Show* Saratoga Library, Saratoga, CA

2017 *How Did I Get Here?* HERE Gallery, Provo, UT

2017 *Boundaries and Balance* ACCI Gallery, Berkeley, CA

2017 *Tim Burton: Stay Peculiar* Joy Factory Gallery, Los Angeles, CA

2016 *Hayward Arts Council Open Juried Show* John O'Lague Galleria, Hayward, CA

2016 *Left Coast Annual* Sanchez Art Center, Pacifica, CA

PUBLIC ART

2022 *Topographic Poppies,* artwork painted on picture large picture frame for Picture This in the town of Danville, CA

2020-2022 *In a Sea of Plastic* and *Ode to Sustainable Fishing* (two separate pieces), artwork painted on Sea Lion Statues for *Sea Lions in San Francisco*, under the direction of The Aquarium of the Bay, San Francisco, CA

2020 *Rise Up* float design for the Tournament of Roses Parade, City of Burbank CA

2020 *Make a Joyful Noise* painted Adirondack chair for the city of Dublin, CA

2019 Hayward, CA Public Library Permanent Collection (eight pieces of artwork)

2018 *Magical Garden Gateway*, artwork painted on glass walls dividing children's section of the library in Mountain View, CA

2017 *History Unites Us*, painted utility box for the city of Dublin, CA

CHARITY

2022, 2023 *Vision of the Arts Fund,* Artwork for auction to provide artist scholarships

2021 *Silver Lining Surf* painted heart sculpture for Hearts in San Francisco charity event benefitting the San Francisco General Hospital Foundation, San Francisco, CA

[redacted]

Lisa Long
[redacted]

Utility Box Design Titles and Artist Statements

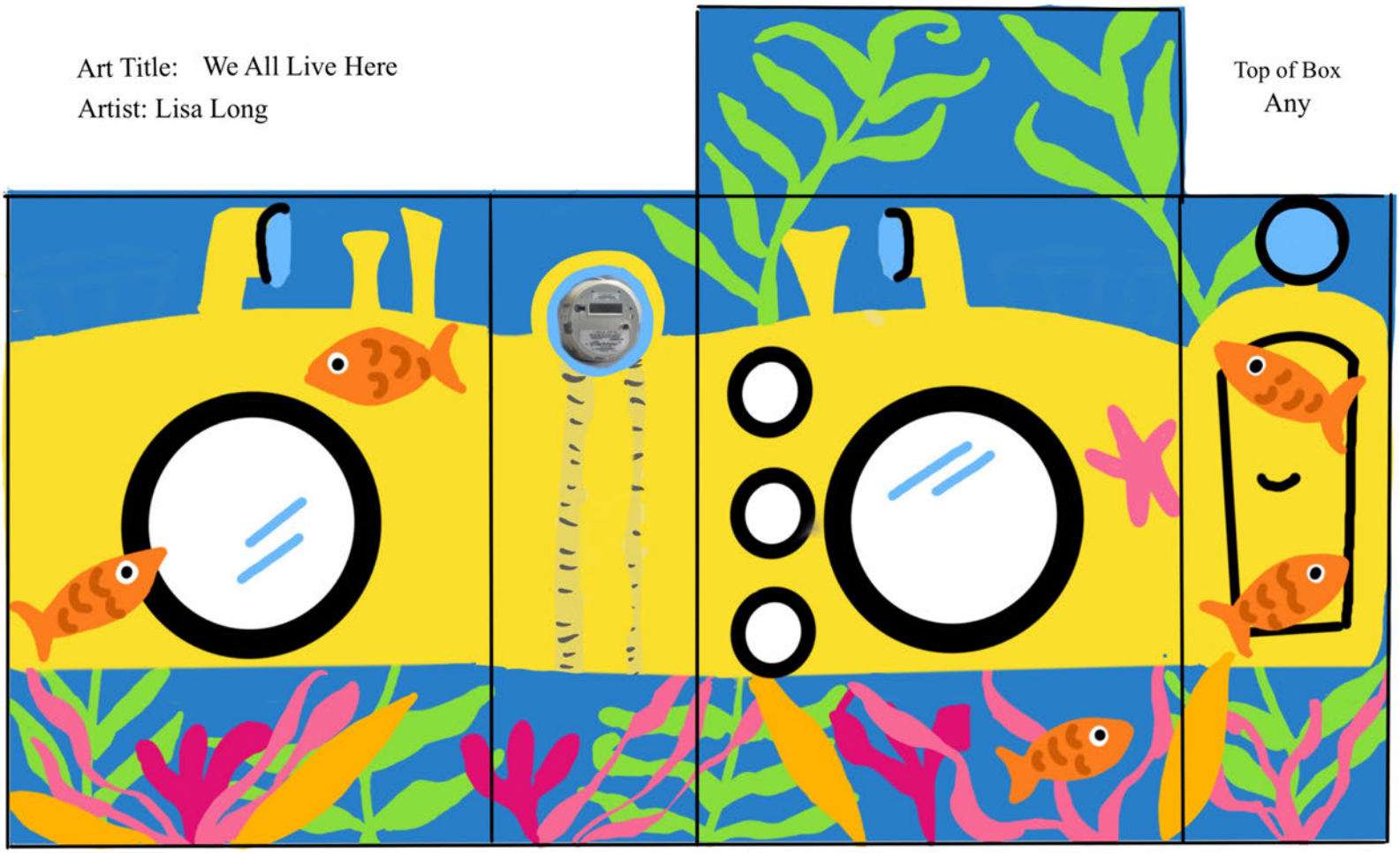
"We All Live Here" is a whimsical representation of a yellow submarine. This design thinks outside the box by making use of the elements attached to the box, incorporating them into the design. The meter and conduit on one side become a periscope of the submarine while the additional box on the other side helps make the shape of the submarine. This design would work particularly well for box number 2, but could be adapted to fit any box. This design reminds us that we all live together in this diverse community, and we can choose to make it great.

"Optical Illusion" embraces the use of an optical illusion to give movement and reduce the hard edges of the box. In this way it's thinking outside the box, making the utility box less visible as just a box. A limited color palette of only two colors helps create the illusion.

"Love Letter to California" showcases some of California's beauty, while also making the viewer aware of some of our other contributions, like agriculture. The design uses the additional elements of the box, such as the box on the side that becomes a box of the fruits and vegetables that are some of the top crops California produces. It also takes advantage of the meter on the other side which is used to depict the sun, something we love the abundance of here in California.

Art Title: We All Live Here
Artist: Lisa Long

Top of Box
Any



Back | Left Side | Front | Right Side

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☐	3	☐	6	☐	9	☐	Any

Artist: May Yin Giang

Co-Artist, if applicable Katherine Giang

Co-Artist, if applicable _____

Address: [redacted]

City: [redacted] State: [redacted] Zip: [redacted]

Phone: [redacted] Fax: _____

E-mail Address: [redacted] Website _____

Signature of Artist: May Yin Giang Digitally signed by May Yin Giang Date: 2023.04.16 19:56:29 -07'00' Date: 4.16.23

Signature of Co-Artist, if applicable: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Supervising Art Professional, if applicable: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____ Website _____

Signature of Supervising Art Professional: _____ Date: _____

Title & Artist Statement: Provide a brief statement and title (100 words or less) about your proposed artwork. This could include your source of inspiration, the significance of the image(s) or a comment on the style or technique you have proposed. Each proposed design must have its own artist statement.

Title: Van Gogh in Dublin

Artist Statement:

Vincent van Gogh is one of the most celebrated painters in history. Unlike Impressionists, who painted colors in a natural way, Van Gogh is considered a Post-Impressionist. His brush strokes, dramatic colors and movements were unconventional and Out of the Box.

Van Gogh in Dublin is play on *Van Gogh in Arles*.

- ***Dublin HS Performing Arts Center at Night*** is inspired by ***Café Terrace at Night***.
- ***Windy Night,*** which features clean energy in Dublin: Dougherty Water Tower, solar panels and wind turbines, is inspired by ***The Starry Night***.
- ***Blossoming Almond Tree of Dougherty Hill*** is inspired by ***Blossoming Almond Tree***.

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Art Title:

Top of Box



Back **Left Side** **Front** **Right Side**

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☐ 1	☑ 4	☑ 7	☑ 10
☐ 2	☑ 5	☑ 8	☐ Any
☐ 3	☑ 6	☑ 9	

Artist: Ros e L u

Co-Artist, if applicable N/A

Co-Artist, if applicable N/A

Address: [redacted]

Signature of Artist: [signature] Date: 4/16/23

Signature of Co-Artist, if applicable: N/A Date: N/A

Signature of Co-Artist, if applicable: N/A Date: N/A

Supervising Art Professional, if applicable: Sarah Wang

Address: [redacted]

City: [redacted] State: [redacted] Zip: [redacted]

Phone: [redacted] Fax: N/A

E-mail Address: [redacted] Website Happyvalleyartschool.com

Signature of Supervising Art Professional: [signature] Date: 4/16/23



Ms. Sarah got her PhD in Art Education from the Ohio State University (the Art Education program in OSU ranked #1 in USA). Her research focuses on critical art education pedagogy and creative thinking. As a member of the National Art Education Association, she presents frequently on the NAEA conferences. Ms. Sarah comes from a family of visual artists. Inspired and influenced by her father, Ms. Sarah began her training in painting and drawing when she was four years old. Her artwork won various awards in the national and international art competitions. Then she studied artistic design in Shanghai Jiao Tong University for undergraduate and Master's degree.

Ms. Sarah has over 10 years teaching experiences. She started teaching studio art to students of all ages when she was 19 years old at her father's art school. She was awarded the "Best Art Teacher" in China by the Art Education Committee, the Ministry of Education. Then she continued to pursue her PhD degree in Art Education because she loves teaching art. During her PhD study, she taught college level contemporary art and digital art courses for four years. Ms. Sarah founded Happy Valley Art School in 2014 and she also teaches digital art in Ohlone College.

Children have an inherent ability for creating art. Ms. Sarah looks at the children's concerns, their interests, their creative play and imaginative collections, to make art lessons student-centered. Ms. Sarah believes that it is important to create an environment that, on the one hand, is stimulating and challenging enough to confront the student with new possibilities and concepts, and on the other hand, provides a secure enough place for the student to express their ideas in their work. By creating a unique educational experience for students, she encourages students to work with art materials, with images, with their hands in such a way that the inner self is reflected. In addition, she provides her students with the necessary technical skills and knowledge of materials. Students should gain an understanding of the full range of possibilities offered by the media covered by the class, together with a skill set of techniques for achieving their aesthetic goals. This aspect of her teaching addresses the concept of "craftsmanship". As an art teacher trained in both China and USA, Ms. Sarah researches on the advantages and disadvantages of both countries' teaching methods and seeks to develop a balanced teaching style between creativity and art-making skills.



Rosie Liu

[redacted]

EXPERIENCE/EXTRACURRICULARS

Lapis Lazuli Art Club - Cofounder & Officer

MONTH 2020 - PRESENT

- Helped organize a large mural painting (10 x 13 feet) at a local temple, which was completed over one weekend
- Helped paint an outdoor mural at a local farm
- Taught art classes at local afterschools to preschoolers and elementary students

Rosies Wishing Stars

MONTH 2020 - PRESENT

- Started a small business over quarantine selling origami and other handmade crafts online
    - Has over 900 sales and 220 reviews
- Started a Tiktok account to promote the business
    - Has over 150,000 followers and 3 million likes

Xiaopei Chinese Dance

- Practiced traditional Chinese dance
- Performed at local venues like the Alaska Airlines San Francisco Chinese New Year Parade, Splatter 2022, Dublin Tree Lighting 2022, and Asian Heritage Month Celebration

Website

- Started and wrote a blog about relating to television shows and movies
    - Has over 95,000 total views and was viewed by residents from over 148 countries

ACADEMICS

School: Dublin High School

Unweighted GPA: 4.0

SAT score: 1520

AWARDS

ABRSM Level 8 Certificate

1st Place Elite Folklore Category at Starbound Regional Dance Competition

4th Place USOMC Advanced Category (piano)

3rd Place USOMC Senior Category (piano)

Scholastic Honorable Mention

LANGUAGES

English, Mandarin

T t e: Book Nook

 've a ways found that read ng has been a great way for me to escape the stresses and worr es of my current fe for a tt e b t. The bookshe f symbo zes a cozy corner where a reader cou d cudd e up and read the r favor te books. The muted co or scheme and the decorat ons the or gam stars and p ants make the p ace fee more we com ng and cozy. hope t w encourage peop e to p ck up the book that they've been want ng to read for a ong t me.

Rosie Liu

Attachment 1

Utility Box Art Template

Exhibit A

Please use this diagram or similar format of a utility box to show the image you would like to paint on the four sides and top of the box. Keep in mind that the City's utility boxes vary in dimensions and size and will also have additional cabinets and meters on them. This is a generic diagram to better illustrate how the design will appear on the utility box and will be provided to those reviewing the proposals.

Art Title: Book Nook



PROPOSAL COVERSHEET:

Dublin 2023 Utility Box Art Project
Proposals will not be accepted after Friday, April 16, 2023, 12:00 AM (midnight).

Please indicate experience level:

☐ Professional Artist(s) ☐ Student Artist(s), working under supervision of Art Professional

Please indicate any specific box(es) you have proposed a design for, or check 'No Preference' if you would be willing to adapt your design(s) to fit any assigned location:

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ Any

Artist: _____

Co-Artist, if applicable_____

Co-Artist, if applicable_____

[redacted]

Signature of Artist: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Supervising Art Professional, if applicable: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____Website_____

Signature of Supervising Art Professional: _____ Date: _____

SMO

—

Education

—

Featured Muralist

Shayne Martin Oseguera
Independent contractor focused on mural projects and commissions in other 2D or 3D works.

[redacted]

2017 B.F.A. Painting and Printmaking - San Diego State University
San Diego, CA - 2015.2017

2015 A.A. Painting - De Anza College
Cupertino, CA - 2012.2015

2022
Hola Lou Mural Project - The Charlie Collection, Mar Vista, Los Angeles, CA
Brown Image Mural Project - Chicano Park, Barrio Logan, San Diego, CA
Quetzalbee - Perkins K-8 School, Barrio Logan, San Diego, CA
Still Here - Yolo County Branch Library, Yolo, CA

2021
Quetzalócto con Calaca - Walk The Block, Barrio Logan, San Diego, CA
Melrose Mural - The Village Idiot, West Hollywood, Los Angeles, CA
Young Billionaire Clothing Company - West Hollywood, Melrose District, Los Angeles, CA

2020
Otomi Textiles - Walk The Block, Barrio Logan, San Diego, CA
Anastasio Hernandez Rojas Mural Project - Chicano Park, Barrio Logan, San Diego, CA
Home, a Stay-At-Home Mural Festival - City Heights, San Diego, CA
LA Tentacles - The Village Idiot, West Hollywood, Los Angeles, CA

2019
Pow!Wow! San Jose Global Music and Arts Festival - Oak Grove, San Jose, CA
Copia Wealth Management and Insurance Services - Mission Valley, San Diego, CA
Utility Boxes - Redwood Village, Redwood City, CA

2018
Chalk Full of Fun on the Square - Courthouse Square, Redwood City, CA

2017
Obstacourse Fitness - Downtown, Redwood City, CA

2015
SDSU Mural Project - San Diego State University, San Diego, CA
Miguel Angel Godoy Mural Project - Buena Vista Avenue, Lemon Grove, CA
Utility Boxes - Campbell, CA/North Fair Oaks, Redwood City, CA
The Patty Shack - Downtown, Redwood City, CA

Title & Artist Statement

Shayne M. Oseguera
[redacted]

Shayne Martin Oseguera "SMO" is a Chicano visual artist. He creates artwork aimed to educate and inspire. SMO is seeking the opportunity to paint "Otomi Cacti" for the City of Dublin. Inspired by Otomi embroidery. A great Mexican tradition used to celebrate the beauty of native lands. The original design is in reference to a photo SMO captured while traveling the coasts of Mexico. Travel south from the Bay Area along the coast line and you will see the same plant species the whole way down, past the international border. Nature sees no border lines, so why should we?

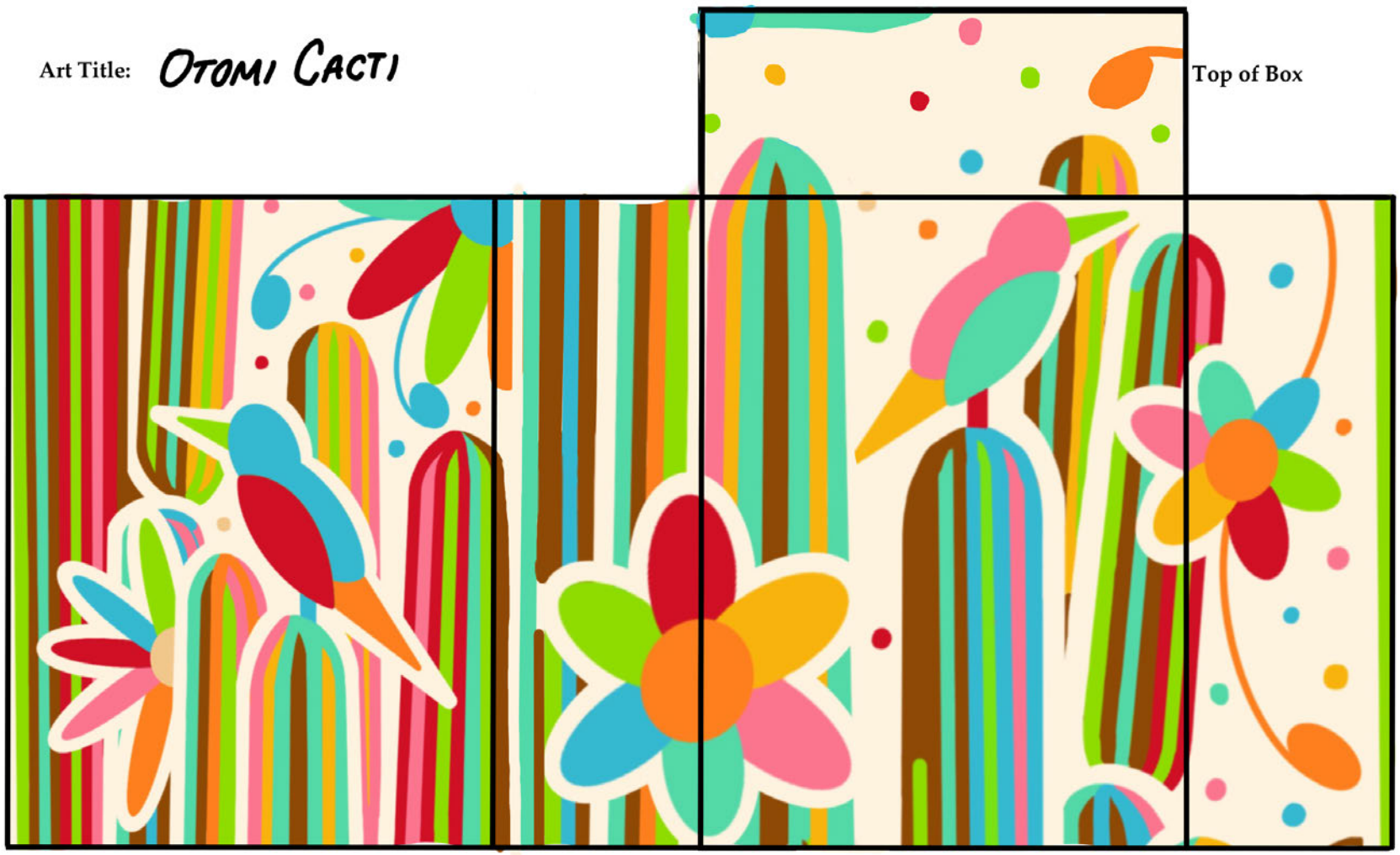
Shayne M. Oseguera

Utility Box Art Template

Exhibit A

Please use this diagram or similar format of a utility box to show the image you would like to paint on the four sides and top of the box. Keep in mind that the City's utility boxes vary in dimensions and size and will also have additional cabinets and meters on them. This is a generic diagram to better illustrate how the design will appear on the utility box and will be provided to those reviewing the proposals.

Art Title: Otomi Cacti



PROPOSAL COVERSHEET:

Dublin 2023 Utility Box Art Project
Proposals will not be accepted after Friday, April 16, 2023, 12:00 AM (midnight).

Please indicate experience level:

☐ Professional Artist(s) ☐ Student Artist(s), working under supervision of Art Professional

Please indicate any specific box(es) you have proposed a design for, or check 'No Preference' if you would be willing to adapt your design(s) to fit any assigned location:

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ Any

Artist: Sophia Lee

Co-Artist, if applicable _____

Co-Artist, if applicable _____

Address: [redacted]

Signature of Artist: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Supervising Art Professional, if applicable: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____ Website _____

Signature of Supervising Art Professional: _____ Date: _____

SOPHIA LEE
ARTIST CV

[redacted]

Education
Art Center College of Design — B.A. 1995
F.I.D.M – A.A.1991
UCIrvine –1991

Residency/ Competition

Journal Building Artist Residency by Artspan, San Francisco, CA, 2016-2019.

Raghurajpur International Art/ Craft Exchange, India

Coloring Outside the Lines (finalist), Art Scene Today, online.

Hundred Valley Exhibit (finalist), Roseburg, OR

FIDM-Designer of Tomorrow award, 1988

In Print...

ArtSpan Open Studio Catalogue, 2020, spotlight artist

Alive magazine, December 2018, interview
feature **on SFMOMA Instagram** Submissions Friday, story
Diablo magazine, 2018, interview**.**
MFA Never, 2016 and 2020 Root Division Gallery printed catalogue
SFOS 2020 feature artist

Solo/ Duo Exhibitions

- Aug 2021: Organic Unease with Lexie Bouwsma at Sky Cafe, South San Francisco, CA
- May 2020: solo artist at Sheppard Mulling law offices, Palo Alto, CA

Group Exhibitions

2023

- New York Art Expo
- ArtSpan Juried Benefit Auction

2022

- Red Dot, Miami, represented by Jen Tough Artist Collective
- ArtExpo, Dallas, represented by Jen Tough Artist Collective
- Creative Revel, Live Worms Gallery, SF, CA
- Women Rising, Inside/ Outside Project, SF, CA
- Nocturne. online exhibit of Artist Alliance on Artsy.net
- Land, Air, Sea, a series of 3 exhibits at The Drawing Room Gallery, SF, CA

2021

- Power As Art, Blind Insect Gallery, Portland, OR
- The Ties that Bind, Drawing Room Gallery, SF, CA
- Spirit of the Season at The Walt Disney Museum, SF

Past exhibitions 2007-2019

A detailed listings of past solo and group exhibitions are on my website, www.sophialeeart.com.

Art In Public Places and Commissions

Current projects in progress:

Art on the Outside, West Hollywood: Acorn Hunt installation.

Completed projects:

- 2023, Little Library, Dublin, CA (Can you help me find the key?)
- 2022, Dublin Utility Box Mural (Breeze of Summer Flowers)
- 2022, Picture This! a Tri-Valley public art project (Danville, Dublin & San Ramon)
- Hilton Garden Inn, commissioned art for hotel room, lobby wall murals in Temecula, CA
- 2021, Let's Glow SF, a projection mapping onto downtown SF buildings.
- 2021, Commission of a mural on heart sculpture for a garden in Danville, CA
- Stairwell banner and door design at the Science, Technology, Engineering and Math (STEM) building at American River College, Sacramento, CA (2020)
- Tustin old town planters project, 2020, Tustin, CA
- Heart around Hartz in 2020, Danville, CA
- A pair of painted Adirondack chairs for New American Backyard, Dublin, CA
- Fog over the Hills, 2019, 28 feet mural in lobby of The Century Building, SF, CA
- Dog of Danville, 2019, painted dog sculpture, Danville, CA
- Peripheral Beauty 2019- Light and Coffee lid Installation (temp) in Alameda, CA
- 2019 & 2020 Hearts in SF, mini heart sculpture, SFGH, CA
- 2017 Utility box mural, San Ramon, CA
- 2018 Utility box mural, Redwood City, CA

Exhibit A

Utility Box Art Template

Please use this diagram or similar format of a utility box to show the image you would like to paint on the four sides and top of the box. Keep in mind that the City's utility boxes vary in dimensions and size and will also have additional cabinets and meters on them. This is a generic diagram to better illustrate how the design will appear on the utility box and will be provided to those reviewing the proposals.

Art Title: Moon salutation



Top of Box

Back **Left Side** **Front** **Right Side**

DUBLIN
CALIFORNIA
THE NEW AMERICAN BACKYARD

CALL FOR ARTISTS

Utility Box Art Project
"Out of the Box"

CALL ISSUE DATE: February 17, 2023
CALL DEADLINE: April 16, 2023, 12:00 a.m.(midnight)

The City of Dublin invites qualified professional artists and student artists working under the supervision of a professional artist or art teacher to submit designs for painted utility boxes.

Utility Box Art is popular throughout the Bay Area as a cost-effective way to bring public art to City streets, define neighborhoods and deter graffiti. All the boxes are traffic signal cabinets owned by the City of Dublin. Boxes will be awarded to up to ten different artists based on design.

The City will pay a stipend of $1,000 to each artist or, if the artist is a student or student team, to the supervising professional artist or art teacher. The stipend is intended to cover the cost of the artist design fee as well as the materials that will be necessary to paint the utility box.

Artists are responsible for preparing, painting, and sealing the utility boxes. The City will provide the materials to clean, primer, and seal the utility box, while artists are required to provide all necessary painting materials.

Artwork created under this program is considered temporary artwork and the property of the City of Dublin. As such, the City retains the right and sole discretion to remove, modify or replace the artwork. Situations in which the City may exercise this right include if the image or utility box is damaged, if the artist fails to complete the painting as shown on the approved design rendering or if the artist fails to complete the painting in a timely fashion.

The artist's name, artwork title, and photo of the artwork will be featured on the City of Dublin website and other promotional materials.

DESIGN THEME:

- "Out of the Box" is the theme for this year's utility box art project. Artists are encouraged to be as creative as possible in producing images and designs that capture this theme.
- In addition to the theme proposing artists are encouraged to review the City's existing utility box art collection and develop proposals that are unique and unlike anything the City already has. To view the current utility box art collection please visit https://dublin.ca.gov/1928/Utility-Box-Art

ARTWORK LOCATION:

All utility boxes are located at intersections within the City of Dublin. 2023 utility box locations:

1. Amador Valley Blvd. & Stagecoach Rd.
2. Dublin Blvd. & Keegan St.
3. Dublin Blvd. & Lockhart St.
4. Fallon Rd. & Pasitano Parkway.
5. Fallon Rd. & Antone Way.
6. Fallon Rd. & Signal Hill Dr.
7. Pasitano Parkway & Salerno Dr.
8. Pasitano Parkway & La Strada Dr.
9. Pasotano Parkway & Vinton Ave.
10. Central Parkway & Sunset View Dr.

Artists may specify which utility box they are interested in painting, or if they have no preference. However, the City reserves the right to assign utility boxes at its discretion.

DESIGN SPECIFICATIONS:

- Artwork should align with the design them as stated above.
- Artwork should follow the City's Values, which are part of the adopted Mission and Vision statements. Values include safety, inclusivity, diversity, equality, and history. To view the City's full Mission and Vision statements please visit www.dublin.ca.gov/72/Mission-Vision.
- Artwork must be suitable for all ages and in keeping with community values.
- Artwork must be an original design and the artwork of the applicant.
- Artwork must be painted in fade-resistant acrylic paint.
- Artwork may include the artist's signature, no larger than 5"x 7."

ART SELECTION PROCESS:

Staff will review applications for completeness. The Heritage and Cultural Arts Commission will review designs at its May 11, 2023, meeting and make recommendations to the City Council. The City Council will review recommended designs and select artists at its regular meeting June 6, 2023. These dates are tentative and subject to change.

Selected artists will be asked to sign a Public Art Agreement, including standard liability waiver and release. In the case of underage artists, the City will enter into the agreement with the supervising professional artist or art teacher. Underage artists and underage painting assistants will be required to have a parent sign the liability waiver and release.

PROCESS:

City Staff will coordinate with the artist, other City departments and neighboring businesses or homeowners to select a mutually agreeable three-week painting period between July 1, 2023, and September 30, 2023.

Artists are responsible for prepping the utility box, painting the design, and sealing with a clear anti-graffiti coating. The City will provide supplies for the artist to prep and seal the utility boxes. Artists are responsible for purchasing their own painting supplies.

Artists are expected to clean and primer the utility box, paint the entire utility box including the side boxes and pipes, and for sealing the utility box when the painting is complete. Artists may not paint over key holes, meters, or numbers.

Artists may enlist painting assistants. All painting assistants must sign a liability waiver and release. Underage painting assistants must have a parent sign the liability waiver and release.

Student artists must be supervised by a professional artist, who is ultimately responsible for the artwork of the student. Student artists must provide their professional artist's qualifications with their application. Student artists and their teacher/professional artist will be required to meet with Staff prior to starting the project, to ensure they understand the City's expectations.

Upon completion of the utility box, City Staff will meet with the artist at the site to inspect/approve the artwork and take a publicity photo of the artist with their completed utility box.

PROPOSAL SPECIFICATIONS:

The proposal must be submitted as a digital file by email. Provide one digital copy (pdf or jpeg). A complete proposal will include the four elements listed below:

a. **Completed Coversheet:** Use form provided at the end of this application.

b. **Artist Qualifications:** One page resume of each artist involved. Student artists should include their own biographies/resumes, no longer than one page, as well as that of the professional artist or art teacher who serves as the team's supervisor.

c. **Design Rendering:** The provided template **must be used** for color renderings of your proposed design for the box (**Exhibit A**), showing all four sides and the top of the utility box. Artists may submit up to **three** separate designs. However, each proposed design must have its own separate color renderings page. If you wish to be considered for a specific box location or locations, please label the rendering with the utility box number. If you have no preference, label the rendering "Any." Label each rendering with your name.

d. **Title & Artist Statement:** Provide a brief statement and title (100 words or less) about your proposed artwork. This could include your source of inspiration, the significance of the image(s) or a comment on the style or technique you have proposed. Each proposed design must have its own artist statement.

SUBMISSION DEADLINE:

All proposals must be received by Tyler Phillips, Heritage and Cultural Arts Supervisor by **Friday, April 16, 2023, 12:00 AM** (midnight)**.** It is the responsibility of the applicant to verify the receipt of the electronic proposal by the scheduled deadline.

DIRECTIONS FOR SUBMITTAL:

Submit one digital copy (pdf or jpeg) by email to: tyler.phillips@dublin.ca.gov subject: "Dublin Utility Box Project 2023."

a) Completed Proposal Coversheet
b) One page resume
c) Color design rendering using the provided utility box template (limit 3 designs)
d) Title of the art and Artist Statement describing the design(s)

COSTS INCURRED IN RESPONDING TO THE PROPOSAL:

The City of Dublin shall not be liable for any costs incurred by the artist(s) in responding to this request for a design proposal.

SUBMIT YOUR DIGITAL PROPOSAL PACKET AND COVERSHEET TO:

Staff: Tyler Phillips, Heritage & Cultural Arts Supervisor
City of Dublin, Parks and Community Services
Phone: (925) 556-4558
Email: tyler.phillips@dublin.ca.gov

PROPOSAL COVERSHEET:

Dublin 2023 Utility Box Art Project
Proposals will not be accepted after Friday, April 16, 2023, 12:00 AM (midnight)**.**

Please indicate experience level:

☐ Professional Artist(s) ☐ Student Artist(s), working under supervision of Art Professional

Please indicate any specific box(es) you have proposed a design for, or check 'No Preference' if you would be willing to adapt your design(s) to fit any assigned location:

☐	1	☐	4	☐	7		
☐	2	☐	5	☐	8	☐	10
☐	3	☐	6	☐	9	☐	Any

Artist: _____

Co-Artist, if applicable_____

Co-Artist, if applicable_____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____Website_____

Signature of Artist: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Signature of Co-Artist, if applicable: _____ Date: _____

Supervising Art Professional, if applicable: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____Website_____

Signature of Supervising Art Professional: _____ Date: _____

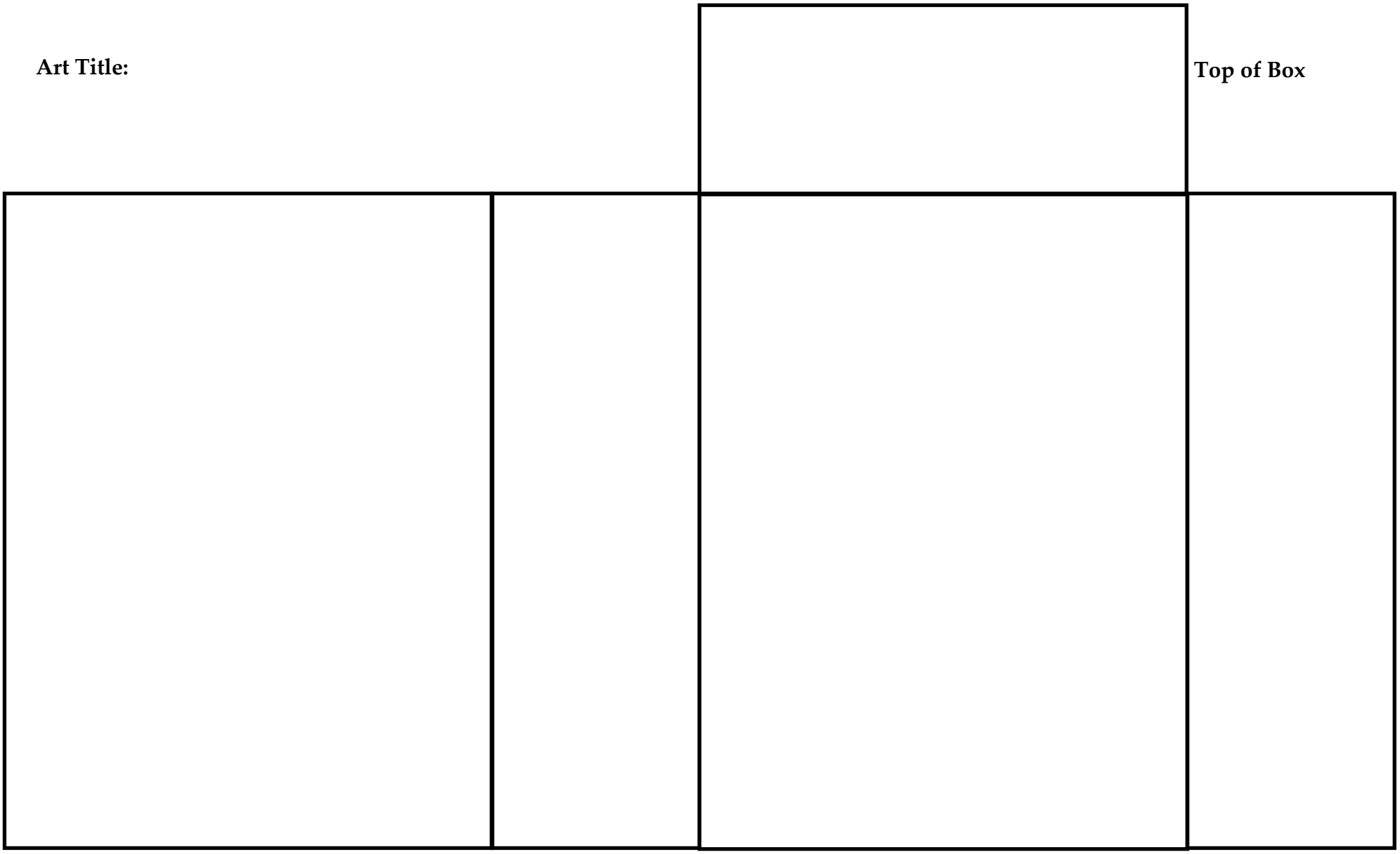
Utility Box Art Template

Exhibit A

Attachment 2

Please use this diagram or similar format of a utility box to show the image you would like to paint on the four sides and top of the box. Keep in mind that the City's utility boxes vary in dimensions and size and will also have additional cabinets and meters on them. This is a generic diagram to better illustrate how the design will appear on the utility box and will be provided to those reviewing the proposals.

Art Title:



Agenda Item 4.9

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Amendment to Consulting Services Agreement for On-Call Building and Safety Services
Prepared by: Nelson Pureco, Plan Check Engineer

EXECUTIVE SUMMARY:

The City Council will consider approving the first amendment to the Consulting Services Agreement with TRB & Associates, Inc., which provide contract services on an as needed basis to the Building and Safety Division. The proposed amendment increases the hourly rates and the limit on the total compensation paid to the consultants during the term of this agreement.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the Amendment to the Consulting Services Agreement for On-Call Contract Building and Safety Services with TRB & Associates, Inc.

FINANCIAL IMPACT:

All charges will be in accordance with assigned on call work and charged to the Building and Safety Division in accordance with the adopted budget.

DESCRIPTION:

The Building and Safety Division utilizes consultants on an as-needed basis to assist Staff with specific areas of technical expertise. This includes plan check, inspections and building code compliance activities. The firms used by the Building Division were selected through an open and competitive request for qualifications process. The City Council authorized entering into a Consulting Services Agreement with TRB & Associates, Inc., on June 1, 2021 (Resolution 58-21). The term of services on this agreement expires on June 30, 2024.

The City has had to utilize the services of TRB & Associates more than anticipated this current year and that is expected to continue into next fiscal year, due to some staffing shortages with other on-call service providers.

Staff proposes to amend this agreement to increase the limit on the total compensation paid to the consultants during the term of this agreement as noted in Table 1, and to modify the hourly rates as shown in Table 2. The Agreement is further amended to update the nondiscrimination and equal opportunity clause, and to ensure that consultants remain compliant with the requirements of the Health and Safety Code.

The proposed increase in the not to exceed limit is due to an unforeseen increase of assigned plan review and inspection services.

This agreement does not include an automatic annual escalation in rates. Rate change request, if any, are to be submitted in writing to the City no later than April 1st of each year. If approved by the City, the rate changes become effective on July 1st of that year. Staff proposes to amend the Consulting Services Agreement to modify the hourly reimbursement rates as shown in Table 2.

Table 1: Compensation Limit

Consultant	Current Not to Exceed	Proposed Not to Exceed
TRB + Associates, Inc.	$1,000,000	$1,750,000

Table 2: Hourly Rates

Consultant Position	Current Rates	Proposed Rates
Supervising Building Inspector	$140	$146
Building Inspector III	$130	$135
Building Inspector II	$120	$125
Building Inspector I	$105	$109
Building Inspector Trainee	$85	$88
Plan Review (on or off-site)	$140	$146
Permit Technician	$80 - $90	$83 - $93
Certified Access Specialist Inspector surcharge	$5	$5
Overtime rate	150%	150%
Expediting plan check rate	150%	150%
Project Manager / Deputy Building Official	$150	$156

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving the First Amendment to the Consulting Services Agreement for On-Call Contract Building and Safety Services with TRB & Associates, Inc.
2) Exhibit A to Resolution First Amendment to Consulting Services Agreement Between the City of Dublin and TRB and Associates, Inc.
3) Consulting Services Agreement Between the City of Dublin and TRB and Associates, Inc.

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE AMENDMENT TO THE CONSULTING SERVICES AGREEMENT FOR ON-CALL CONTRACT BUILDING AND SAFETY SERVICES WITH TRB & ASSOCIATES, INC.

WHEREAS, the City Council has approved Consulting Services Agreements with qualified consultants to provide certain services to the Building and Safety Division on an as needed basis; and

WHEREAS, said consultants were selected through a Request for Qualifications projects; and

WHEREAS, the Consultant submitted a request to increase the hourly compensation in accordance with the terms of the Agreement; and

WHEREAS, Staff proposes to increase the limit on the total compensation paid during the term of the Agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve Amendments to the Consulting Services Agreement with TRB & Associates, Inc.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the amendments to the agreements, attached hereto as **Exhibit A**, and make any necessary, non-substantive changes to carry out the intent of this Resolution.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

FIRST AMENDMENT TO CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF DUBLIN AND TRB AND ASSOCIATES, INC.

WHEREAS, on July 1, 2021, the City of Dublin (hereinafter referred to as "CITY") and TRB & Associates, Inc. (hereinafter referred to as "CONSULTANT") entered into a Consulting Services Agreement for Building and Safety services (hereinafter referred to as the “AGREEMENT”); and

WHEREAS, The City Council has directed Staff to process development projects expeditiously and to hire consultants when services are needed; and

WHEREAS, the existing AGREEMENT *expires on June 30, 2024; and*

WHEREAS, the CITY and CONSULTANT now wish to amend the Agreement to increase the not to exceed limit as provided in Section 2, Compensation, of the Agreement.

WHEREAS, the CITY and CONSULTANT now wish to amend the Agreement to increase the reimbursable rates as provided in Exhibit B, Compensation Schedule & Reimbursable Expenses, of the Agreement.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the AGREEMENT is amended as follows:

1) Section 2. Compensation, the not to exceed amount shall be increased to $1,750,000, whereas the provisions of Sections 2.1 to 2.9 shall remain unchanged.

2) Exhibit B shall be rescinded in its entirety and replaced with the following:

Exhibit B, Compensation Schedule – Section B. Hourly Rates:

A. City shall pay Consultant for services rendered in accordance with the hourly rates stated in Section B. Consultant shall submit invoices, not more often than once per month, based upon the work completed. At the sole discretion of the City, other payment schedules may be considered. Invoices shall include an accounting of all hours by classification and task. Invoices shall include the purchase order number, amount of purchase order, amount of purchase order remaining, and total hours of augmentation personnel assigned to the City covered by purchase order. The format documentation included on the invoice shall be subject to approval by the City Manager and/or designee.

B. HOURLY RATES

Exhibit B, Compensation Schedule – Section B. Hourly Rates: The following rates include all reimbursable or indirect costs, including but not limited to business cards, all required code books and references, a vehicle and mobile field device (smart phone or laptop) compatible with the City’s permitting system.

DocuSign Envelope ID: 212D9B3A-5934-460B-9063-392EDF8FE7F4

1)	Supervising Building Inspection (Includes oversight of Contract Inspectors, monitoring of inspections demand and a knowledge / certification in commercial / multi-family and single-family building systems. May include plan checking assignments)	$146.00
2)	Building Inspector III (Includes knowledge / certification in commercial / multi-family and single-family building systems including structural. Mechanical, plumbing and electrical systems. May include plan checking of non-structural plans.)	$135.00
3)	Building Inspector II (Includes knowledge / certification in residential building systems including structural, mechanical. Plumbing, and electrical systems. May included plan checking of non-structural plans.)	$125.00
4)	Building Inspector I (Includes inspections of residential buildings)	$109.00
5)	Building Inspector Trainee	$88.00
6)	Plan Review (On or off site)	$146.00
7)	Permit Technician	$83.00 - $93.00
8)	Overtime rates (When pre-approved in writing from Contract Administrator or designee)	150% of Above Hourly Rates
9)	Certified Access Specialist - Augmentation Inspector (An hourly surcharge is permitted for each inspector rate listed in this exhibit that holds and active CASp certification)	$5.00
10)	Expediting of Projects (When pre-approved in writing	

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from Contract Administrator or designee.
Plan Check Times to be negotiated
with each project but shall be at least 30%
faster than plan check times listed in *Exhibit A section 1a*)
Project Manager / Deputy Building Official $156.00
Plan Check Rates 150% of Above Hourly Plan Review Rate

This agreement does not include an automatic annual escalation in rates. Rate change requests, if any, shall be submitted in writing to the Contract Administrator for the City of Dublin no later than April 1st of each year and if approved will become effective July 1st of that year.

3) Except to the extent inconsistent with this First Amendment, the Parties ratify and confirm all of the terms and conditions of the AGREEMENT.

4) All requisite insurance policies to be maintained by the Consultant pursuant to the Agreement, as may have been amended from time to time, shall include coverage for the amended term, as described above.

5) The individuals executing this Amendment and the instruments referenced in it on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions of this Amendment.

SIGNATURES ON THE FOLLOWING PAGE

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IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed as of the date of the City Manager's signature below.

CITY OF DUBLIN

By: _____
Linda Smith, City Manager

Dated: _____

TRB AND ASSOCIATES, INC.

DocuSigned by:
By: Todd Bailey
075F0172DECF462...
Todd Bailey, P.E., LEED AP, CASp, MBA
Principal and Project Manager

ATTEST:

By: _____
Marsha Moore, City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

**CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND
TRB AND ASSOCIATES, INC.**

THIS AGREEMENT for consulting services is made by and between the City of Dublin ("City") and TRB and Associates, Inc. ("Consultant") (together sometimes referred to as the "Parties") as of July 1, 2021 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail. Consultant shall conform to the requirements of the Special Conditions attached as Exhibit C.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2024, the date of completion specified in Exhibit A, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.

1.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Consultant's obligations hereunder.

1.5 [Reserved].

1.6 [Reserved].

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed $1,000,000, notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 Invoices. Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. No individual performing work under this Agreement shall bill more than 2,000 hours in a fiscal year unless approved, in writing, by the City Manager or his/her designee. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- A copy of the applicable time entries or time sheets shall be submitted showing the following:
    - Daily logs of total hours worked by each individual performing work under this Agreement
    - Hours must be logged in increments of tenths of an hour or quarter hour
    - If this Agreement covers multiple projects, all hours must also be logged by project assignment
    - A brief description of the work, and each reimbursable expense
- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder;
- The Consultant's signature;

- Consultant shall give separate notice to the City when the total number of hours worked by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Consultant and City. Such notice shall include an estimate of the time necessary to complete work described in Exhibit A and the estimate of time necessary to complete work under any other agreement between Consultant and City, if applicable.

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 **Final Payment.** City shall pay the last 10% of the total sum due pursuant to this Agreement within 60 days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.

2.4 **Total Payment.** City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.6 **Reimbursable Expenses.** Reimbursable expenses are specified in Exhibit B. Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 Authorization to Perform Services. The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation.

4.1.1 General Requirements. Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Consultant may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the Consultant, its employees, agents, and subcontractors.

4.1.2 Submittal Requirements. To comply with Subsection 4.1, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section; and

b. Waiver of Subrogation Endorsement as required by the section.

4.2 Commercial General and Automobile Liability Insurance.

4.2.1 General Requirements. Consultant, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $1,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $1,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

4.2.2 Minimum Scope of Coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 Additional Requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired, or borrowed by the Consultant.

c. Consultant hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation.

d. For any claims related to this Agreement or the work hereunder, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

4.2.4 Submittal Requirements. To comply with Subsection 4.2, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section;

c. Waiver of Subrogation Endorsement as required by the section; and

d. Primary Insurance Endorsement as required by the section.

4.3 Professional Liability Insurance.

4.3.1 General Requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than $2,000,000 covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall not exceed $150,000 per claim.

4.3.2 Claims-Made Limitations. The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least 5 years after completion of the Agreement or the work, so long as commercially available at reasonable rates.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant shall purchase an extended period coverage for a minimum of 5 years after completion of work under this Agreement.

d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

4.3.3 Additional Requirements. A certified endorsement to include contractual liability shall be included in the policy.

4.3.4 Submittal Requirements. To comply with Subsection 4.3, Consultant shall submit the Certificate of Liability Insurance in the amounts specified in the section.

4.4 All Policies Requirements.

4.4.1 Acceptability of Insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.4.2 Verification of Coverage. Prior to beginning any work under this Agreement, Consultant shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Consultant by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Consultant beginning work, it shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.4.3 Deductibles and Self-Insured Retentions. Consultant shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.4.4 Wasting Policies. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.4.5 Endorsement Requirements. Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.4.6 Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.5 **Remedies.** In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES. Refer to the attached Exhibit C, which is incorporated herein and made a part of this Agreement.

Section 6. STATUS OF CONSULTANT.

6.1 **Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. This Agreement shall not be construed as an agreement for employment. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Consultant further acknowledges that Consultant performs Services outside the usual course of the City's business; and is customarily engaged in an independently established trade, occupation, or business of the same nature as the Consultant performs for the City and has the option to perform such work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 **Consultant Not an Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws and regulations applicable to the performance of the work hereunder, including but not limited to, the California Building Code, the Americans with Disabilities Act, and any copyright, patent or trademark law. Consultant's failure to comply with any law(s) or regulation(s) applicable to the performance of the work hereunder shall constitute a breach of contract.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 **Termination.** City may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

8.2 **Extension.** City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.3 **Amendments.** The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 **Assignment and Subcontracting.** City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but are not limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or

8.6.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that

City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 Records Created as Part of Consultant's Performance. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 Consultant's Books and Records. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.

9.3 Inspection and Audit of Records. Any records or documents that Subsection 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Venue. In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 **Use of Recycled Products.** Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.7 **Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous 12 months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

At City's sole discretion, Consultant may be required to file with the City a Form 700 to identify and document Consultant's economic interests, as defined and regulated by the California Fair Political Practices Commission. If Consultant is required to file a Form 700, Consultant is hereby advised to contact the Dublin City Clerk for the Form 700 and directions on how to prepare it.

10.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.9 **Contract Administration.** This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.10 **Notices.** Any written notice to Consultant shall be sent to:
TRB and Associates, Inc.
3180 Crow Canyon Place
Suite 216
Sam Ramon, CA 94583

Any written notice to City shall be sent to:

City of Dublin
Att: City Manager
100 Civic Plaza
Dublin, CA 94568

10.11 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A, B, and C represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule & Reimbursable Expenses
Exhibit C	Indemnification

10.12 **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

10.13 **Certification per Iran Contracting Act of 2010.** In the event that this contract is for one million dollars ($1,000,000.00) or more, by Consultant's signature below Consultant certifies that Consultant, and any parent entities, subsidiaries, successors or subunits of Consultant are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN

DocuSigned by:
Linda Smith
Linda Smith, City Manager

TRB AND ASSOCIATES, INC.

DocuSigned by:
Todd Bailey
Todd Bailey, P.E., LEED AP, CASp, MBA,
Principal and Project Manager

Attest:

DocuSigned by:
Marsha Moore
Marsha Moore, City Clerk

Approved as to Form:

DocuSigned by:
City Attorney

3070368.1

EXHIBIT A

SCOPE OF SERVICES

1. BUILDING INSPECTION AND PLAN CHECK SERVICES. Consultant shall enforce provisions of the City's Building, Residential, Electrical, Plumbing, Mechanical, Green Building Standards, Universal Design, Energy and Building Maintenance Codes; The City of Dublin's Zoning Code; and related State and local laws. Consultant shall make such inspections and investigations as may be required to effect such enforcement and issue permits as / are required by the City's Ordinances and duly adopted policies. Such enforcement shall include the duties related to the Building Official, as assigned, as set forth in the Dublin Municipal Code, and in the performance of such work the Consultant shall do the following:

    a. Plan Review. As assigned by the Chief Building Official, review plans prepared by or on behalf of applicants for compliance with the applicable Federal, State, and City ordinances and regulations.

        Consultant will strive to complete the first plan check submitted within ten (10) business days of notification of assignment of review by the City. The goal agreed to by Consultant will be to complete 95% of all complete submittal within the ten (10) day period. City recognizes that on large scale projects this may not be possible, and Consultant will strive for a plan review period that does not exceed fifteen (15) days on large-scale projects. The Consultant SHALL notify the Chief Building Official if the first plan check will not be completed within ten (10) business days.

        Consultant will strive to complete the second or subsequent plan check submitted within five (5) business days of notification of assignment of review by the City. The goal agreed to by Consultant will be to complete 95% of all complete submittal within the five (5) day period. City recognizes that on large scale projects this may not be possible, and Consultant will strive for a plan review period that does not exceed ten (10) days on large-scale projects. The Consultant SHALL notify the Chief Building Official if the first plan check will not be completed within five (5) business days.

    b. Building Inspection. Provide building inspection services during the course of construction of facilities to enforce compliance with the provisions of applicable laws including City Ordinances and regulations set forth on the plans for which the permit is issued. In the performance of such duties, Consultant shall provide prompt inspections for each project at the completion of various stages of construction to determine compliance. Consultant shall provide City Manager and / or designee with relevant background information on all assigned inspection personnel prior to assignment under this agreement. Consultant shall assign competent personnel whose background, experience, applicable certifications, and demeanor demonstrate an ability to conduct inspections of the type required under this Agreement, in accordance with City standards. City Manager and / or designee shall determine acceptability of assigned inspection personnel. Consultant shall promptly identify alternate personnel in the event of a request by the City Manager and / or designee.

In the event that Consultant request a change in the assigned inspection personnel, Consultant shall bear the full cost of any training required to familiarize the assigned personnel with the current status of projects in the City. At the minimum, this shall include a one-week overlap with both inspectors. In the event that an assigned inspector is absent for a period of greater than three concurrent workdays, the Consultant will provide a qualified temporary replacement that is approved by the City.

c. Building Maintenance / Housing Code Enforcement. Under the direction of the Chief Building Official, Consultant shall enforce the City's Building Maintenance Code by investigation of complaints regarding substandard housing conditions and when necessary, prepare cases for citation hearings, criminal proceedings in municipal court, and / or civil abatement proceedings.

d. Presentations of Code Updates. In the event that the State of California adopts revisions to any of the adopted codes during the term of this Agreement, Consultant upon request shall assist the Building Official in preparing the staff report and necessary ordinances in advance of the State mandatory implementation date.

e. Other Duties. Consultant shall perform other related activities as requested by the City, including Permit Technician or Building Official services. Fees for such services shall be negotiated on an as-needed basis as approved by the City Manager or his/her designee.

2. REPORTING / PUBLIC INFORMATION. Consultant shall be responsible for coordination of monthly and annual reports summarizing activities undertaken pursuant to this Agreement. Reports shall be in a format as mutually agreed by the City Manager and/or designee. As required, Consultant may prepare staff reports for City Council, including but not limited to review and adoption of related code updates. Consultant shall also assist with the preparation of informational brochures designed to assist the public with Building and Safety process.

3. COLLECTION OF FEES. All fees collected from permit applicants in connection with the carrying out of the functions set forth in this Agreement shall be collected by the City. If required, Consultant shall submit as appropriate, information and recommendations on proposed City adjustments to the adopted fee schedules.

4. LIMITATIONS (AVODANCE OF CONFLICTS). During the term of this Agreement, Consultant shall not provide services to any client for a project that requires and approval from the City.

5. EMERGENCY OPERATIONS ASSISTANCE. The following terms and conditions are hereby agreed to by Consultant in the event of a local or reginal emergency:

a. Report into the City of Dublin Emergency Operations Center (E.O.C.). Contract personnel assigned to the City will make a reasonable effort to report to the City of Dublin E.O.C. as soon as possible following a local or regional emergency.

b. Consultant shall provide emergency preparedness training. All contract personnel assigned to the City shall maintain at all times appropriate emergency training and certification, such as ATC-20 Damage Assessment Training and Certification.

c. The Consultant shall make contract personnel and Consultant resources available for emergency response at the same hourly rates and conditions specified in this contract.

d. The Consultant acknowledges that emergency response work may require variations in the work hours and assignments.

EXHIBIT B

COMPENSATION SCHEDULE & REIMBURSABLE EXPENSES

A. City shall pay Consultant for services rendered in accordance with the hourly rates stated in section B. Consultant shall submit invoices, not more often than once per month, based upon the work completed. At the sole discretion of the City, other payment schedules may be considered. Invoices shall include an accounting of all hours by classification and task. Invoices shall include the purchase order number, amount of purchase order, amount of purchase order remaining, and total hours of augmentation personnel assigned to the City covered by purchase order. The format documentation included on the invoice shall be subject to approval by the City Manager and / or designee.

B. HOURLY RATES:

The following rates include all reimbursable or indirect costs, including but not limited to business cards, all required code books and references, a vehicle, mileage and mobile field device (tablet or laptop) compatible with the City's permitting and plan storage systems.

1)	Supervising Building Inspection Prevailing wage rate (Includes oversight of Contract Inspectors, monitoring of inspections Demand and a knowledge / certification in commercial / multi-family and single-family building systems. May include plan checking assignments)	$140.00 130% of Above Hourly Rate
2)	Building Inspector III Prevailing wage rate (Includes knowledge / certification in commercial / multi-family and single-family building systems including structural. Mechanical, plumbing and electrical systems. May include plan checking of non-structural plans.)	$130.00 130% of Above Hourly Rate
3)	Building Inspector II (Includes knowledge / certification in residential building systems including structural, mechanical. Plumbing, and electrical systems. May included plan checking of non-structural plans.)	$120.00
4)	Building Inspector I (Includes inspections of residential	$105.00

	buildings)	
5)	Building Inspector Trainee	$85.00
6)	Plan Review (On or off site)	$140.00
7)	Permit Technician	$80.00 to $90.00
8)	Overtime rates (When pre-approved in writing from Contract Administrator or designee)	150% of Above Hourly Rates
9)	Certified Access Specialist - Augmentation Inspector (An hourly surcharge is permitted for each inspector rate listed in this exhibit that holds and active CASp certification)	$5.00
10)	Expediting of Projects (When pre-approved in writing from Contract Administrator or designee. Plan Check Times to be negotiated with each project but shall be at least 30% faster than plan check times listed in *Exhibit A section 1a*)	
	Project Manager / Deputy Building Official	$150.00
	Plan Check Rates	150% of Above Hourly Plan Review Rate

This agreement does not include an automatic annual escalation in rates. Rate change requests, if any, shall be submitted in writing to the Contract Administrator for the City of Dublin no later than April 1st and if approved by the City Council would become effective July 1st of that year.

EXHIBIT C

INDEMNIFICATION

A. Consultant shall, to the extent permitted by law, including without limitation California Civil Code 2782 and 2782.8, indemnify, hold harmless and assume the defense of, in any actions at law or in equity, the City, its employees, agents, volunteers, and elective and appointive boards, from all claims, losses, and damages, including property damage, personal injury, death, and liability of every kind, nature and description, arising out of, pertaining to or related to the negligence, recklessness or willful misconduct of Consultant or any person directly or indirectly employed by, or acting as agent for, Consultant, during and after completion of Consultant's work under this Agreement.

B. With respect to those claims arising from a professional error or omission, Consultant shall defend, indemnify and hold harmless the City (including its elected officials, officers, employees, and volunteers) from all claims, losses, and damages arising from the professionally negligent acts, errors or omissions of Consultant, however, the cost to defend charged to Consultant shall not exceed Consultant's proportionate percentage fault.

C. Consultant's obligation under this section does not extend to that portion of a claim caused in whole or in part by the sole negligence or willful misconduct of the City.

D. Consultant shall also indemnify, defend and hold harmless the City from all suits or claims for infringement of any patent rights, copyrights, trade secrets, trade names, trademarks, service marks, or any other proprietary rights of any person or persons because of the City or any of its officers, employees, volunteers, or agents use of articles, products things, or services supplied in the performance of Consultant's services under this Agreement, however, the cost to defend charged to Consultant shall not exceed Consultant's proportionate percentage fault.

E. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

3070368.1

Agenda Item 4.10

STAFF REPORT

CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: The Road Repair and Accountability Act of 2017, Senate Bill (SB) 1 – Fiscal Year 2023-24 Project List
Prepared by: Oliver Castillo, Assistant Civil Engineer

EXECUTIVE SUMMARY:

The City Council will consider approving a list of projects funded in Fiscal Year 2023-24 by Senate Bill 1, the Road Repair and Accountability Act of 2017.

STAFF RECOMMENDATION:

Adopt the **Resolution** Adopting a List of Projects Funded in Fiscal Year 2023-24 by Senate Bill 1, the Road Repair and Accountability Act of 2017.

FINANCIAL IMPACT:

The City is projected to receive $1,834,514 in funding from the Road Maintenance and Rehabilitation Account for Fiscal Year 2023-24. This is in addition to the state gas tax funds the City receives annually, which is anticipated to be $2,087,096 in Fiscal Year 2023-24. The amount of Senate Bill 1 funds allocated to the capital improvement program (CIP) projects are based on previous projections. Any unspent or unallocated funds will be carried forward to future years.

DESCRIPTION:

In April 2017, the State Legislature passed, and Governor Brown approved Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Beall, Chapter 5, Statues of 2017), creating the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway and local street and road system. It also established a significant, stable, and ongoing increase in state transportation funding. Funds for the program are deposited into the State Transportation Fund, Road Maintenance and Rehabilitation Account (RMRA).

SB 1 is projected to generate over $5 billion annually for state and local transportation improvements. Cities and counties are slated to receive $1.5 billion for repairs to local streets and

roads at full implementation of SB 1. According to analysis by the League of California Cities, SB 1 will double the amount of revenue cities receive from the state for local street maintenance and rehabilitation needs, with allocations to cities based on population.

The RMRA receives funds from the following taxes imposed under SB 1:

- A 12-cent-per-gallon increase to the gasoline excise tax.
- A 20-cent-per-gallon increase to the diesel fuel excise tax, half of which will be allocated to Trade Corridors Enhancement Account (TCEA) with the remaining half to the RMRA.
- A vehicle registration tax called the "Transportation Improvement Fee," based on the market value of the vehicle.
- A $100 vehicle registration tax on zero-emission vehicles (ZEV) of model year 2020 and later, effective July 1, 2020.
- Annual rate increases to these taxes beginning July 1, 2020 (July 1, 2021 for the ZEV fee), and every July 1 thereafter for the change in the California Consumer Price Index (CPI). The first adjustment was made on July 1, 2020 covering CPI change for two years: November 1, 2017 through November 12, 2019.

RMRA funds are in addition to the traditional state gas tax funds, which have been in place for decades and are allocated by the state through the Highway Users Tax Account (HUTA). The rules associated with the use of RMRA funds are similar, but not identical to the rules associated with HUTA funds. RMRA funds must be used for projects that include, but are not limited to, the following:

- Road maintenance and rehabilitation
- Safety projects
- Railroad grade separations
- Traffic control devices
- Complete streets components, which include active transportation projects, pedestrian and bicycle safety projects, transit facilities, and drainage and storm-water capture projects in conjunction with other allowable projects

Additionally, if a city or county has an average Pavement Condition Index of 80 or more (very good to excellent), then the city or county may spend its RMRA funds on transportation priorities other than those listed above. The City of Dublin currently has a three-year moving average Pavement Condition Index of 82.

Maintenance of Effort

SB 1 requires that RMRA funds not supplant existing general revenues that the City of Dublin is using on streets and roads. This is referred to as the maintenance of effort (MOE) requirement. The MOE is calculated by the State Controller based upon the City's average spending for street and road purposes for Fiscal Years 2009-10, 2010-11, and 2011-12. The City of Dublin's MOE was calculated as $1,229,320. For Fiscal Years 2023-24 through 2026-27, the City meets the MOE requirement.

Reporting Requirements

For the City to receive RMRA funds, SB 1 requires the annual submission of a project list to the California Transportation Commission. The project list must be adopted by the City Council by July 1 in the form of a resolution adhering to the reporting guidelines. For Fiscal Year 2023-24, Staff recommends that the City Council approve the project list to include the Annual Street Resurfacing (CIP No. ST0117) project, which is a multi-year project and has been approved by the City Council to use RMRA funds in prior fiscal years.

The following new project is proposed to be funded in part with Fiscal Year 2023-24 RMRA funds.

- Annual Street Resurfacing (CIP No. ST0117) for Fiscal Year 2023-24

  RMRA funding: $1,123,961

  This project provides for a variety of pavement surface treatments and repairs to existing City streets. The project is budgeted annually to help maintain the significant investment the City has in the street system. The project locations vary each year; in Fiscal Year 2023-24, the project will provide a slurry seal to collector and residential streets surrounding Silvergate Drive between San Ramon Road and Dublin Boulevard. Streets include Alegre Drive, Amarillo Court, Amarillo Road, Barn Hollow Court, Bay Laurel Court, Bay Laurel Street, Betlen Drive, Buckeye Court, Calle Verde Road, Casa Linda Court, Castle Court, Castle Drive, Circle Way, Corto Court, Cresta Lane, Dillon Way, Estrella Court, Hansen Drive, Kingston Place, Kolb Place, Ladera Court, Ladera Drive, Las Palmas Court, Las Palmas Way, Luna Court, Mancini Court, Manzanita Lane, Mape Way, Meadow Court, Peppertree Road, Prow Way, Rampart Drive, Reilly Court, San Sabana Court, San Sabana Road, Shadow Drive, Shadow Place, Silvergate Drive, and Tina Place.

  Additional locations for slurry seal treatment include two segments along Tamarack Drive, between Village Parkway and Burnham Way and between Doreen Street and Brighton Drive. Locations for pavement overlays include John Monego Court and Dublin Court. Dublin Boulevard west of Silvergate Drive and Village Parkway are locations for base repairs.

  Construction is anticipated to begin in summer 2023 and be complete in fall/winter 2023. Surface treatments and repairs completed with this project will have a useful life of between seven and 20 years.

In addition to the submittal of a project list, SB 1 also requires the City to submit an annual report to the California Transportation Commission updating the status of projects for which RMRA funds were expended. Dublin's next expenditure report is due on December 1, 2023.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Adopting a List of Projects Funded in Fiscal Year 2023-24 by Senate Bill 1, the Road Repair and Accountability Act of 2017

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

ADOPTING A LIST OF PROJECTS FUNDED IN FISCAL YEAR 2023-24 BY SENATE BILL 1, THE ROAD REPAIR AND ACCOUNTABILTY ACT OF 2017

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017), was passed by the Legislature and signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt by resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City, will receive an estimated $1,834,514 in RMRA funding in Fiscal Year 2023-24 from SB 1; and

WHEREAS, this is the seventh year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the City used the Capital Improvement Program and a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate streets and help add active transportation infrastructure through the City this year and into the future; and

WHEREAS, the 2022 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in "very good" condition and this revenue will help us increase and maintain the overall quality of our road system and enhance pedestrian and bicycle safety and mobility within the City; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive benefits to the lifespan of our local streets and enhance pedestrian and bicycle mobility and safety with co-benefits statewide.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the following project to be funded in Fiscal Year 2023-24 with Road Maintenance and Rehabilitation Account revenues:

Project Title: Annual Street Resurfacing (CIP No. ST0117) for Fiscal Year 2023-24

Project Description: This project provides a variety of pavement resurfacing treatments and repairs to existing City streets. The project is budgeted annually to help maintain the substantial investment the City has in the public street system. This Fiscal Year's resurfacing treatments include slurry seal, pavement overlays, and base repairs at the locations described below.

Project Location: This project provides slurry seal maintenance of collector and residential streets surrounding Silvergate Drive between San Ramon Road and Dublin Boulevard. Streets include: Alegre Drive, Amarillo Court, Amarillo Road, Barn Hollow Court, Bay Laurel Court, Bay Laurel Street, Betlen Drive, Buckeye Court, Calle Verde Road, Casa Linda Court, Castle Court, Castle Drive, Circle Way, Corto Court, Cresta Lane, Dillon Way, Estrella Court, Hansen Drive, Kingston Place, Kolb Place, Ladera Court, Ladera Drive, Las Palmas Court, Las Palmas Way, Luna Court, Mancini Court, Manzanita Lane, Mape Way, Meadow Court, Peppertree Road, Prow Way, Rampart Drive, Reilly Court, San Sabana Court, San Sabana Road, Shadow Drive, Shadow Place, Silvergate Drive, and Tina Place.

Additional locations for slurry seal maintenance include two segments along Tamarack Drive, between Village Parkway and Burnham Way and between Doreen Street and Brighton Drive. Locations for pavement overlays include John Monego Court and Dublin Court. Dublin Boulevard west of Silvergate Drive and Village Parkway are locations for base repairs.

Estimated Project Schedule: Construction starts summer 2023 – completion fall/winter 2023

Estimated Project Useful Life: Surface treatments that will be completed as part of this project will have a useful life of between seven and 20 years.

{Signatures on the following page}

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

Agenda Item 4.11

STAFF REPORT

CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Agreement with Townsend Public Affairs for Grant Strategy and Writing Services

Prepared by: John Stefanski, Assistant to the City Manager

EXECUTIVE SUMMARY:

The City Council will consider approving an agreement with Townsend Public Affairs for grant strategy and writing services.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving an Agreement with Townsend Public Affairs for Grant Strategy and Writing Services and approve the budget change.

FINANCIAL IMPACT:

The agreement with Townsend Public Affairs will not exceed $60,000 annually. Approval of the agreement will require a budget increase of $60,000 funded by the General Fund Undesignated Reserve, as identified in Attachment 5.

DESCRIPTION:

Federal grants and other funding opportunities have increased as programs funded through the Bipartisan Infrastructure Law and Inflation Reduction Act come online. In addition, community Project Funding Requests (i.e., earmarks) have returned. State funding for housing, homelessness, and other community development programs continue to be funded, even considering a looming State budget deficit. While the City has managed its financial resources in a prudent manner, Staff recommends implementing a comprehensive strategy to ensure the City is able to take advantage of the funding opportunities at the State and Federal levels of government.

Staff recently issued a Request for Proposals (RFP) for Grant Strategy and Writing Services (Attachment 3) to identify firms with the necessary background, experience, track record of success and ensure that the cost for services is competitive. The RFP was posted on the City's website and sent to known firms that provide such services. The City received 15 proposals which

were reviewed and ranked by an interdepartmental evaluation committee. As a result, Staff recommends Townsend Public Affairs to provide grant strategy and writing services for a term ending on June 30, 2024. The proposed compensation for this term is $60,000.

Townsend proposes an all-inclusive retainer, under which the firm will provide a strategic and comprehensive approach to securing grant funding for the City as described on pages 3-5 of their proposal (Attachment 4).

Townsend currently provides legislative advocacy services for the City through its involvement in the Tri-Valley Cities Coalition and has done so since 2017. Through this relationship, Townsend Staff have developed a strong working relationship with City staff as well as a strong understanding of the City of Dublin's priorities. Given this and their strong proposal, Staff believes the City stands to benefit by retaining Townsend to coordinate and prepare grant applications to address greatest areas of opportunity or need, and shepherd these grant applications through the review and approval processes.

In addition to engaging Townsend Public Affairs, the City will be entering into smaller, on-call grant writing services contracts with BKF Engineers and Evan Brooks Associates to provide additional specialized grant writing support services for capital improvement projects. Staff envisions these consultants supplementing Townsend's services as they have consultant teams who can assist with the more technical aspects of transportation grant funding applications (e.g., cost-benefit analyses, exhibit development, cost estimates, etc.). Both contracts are within the City Manager's signing authority and have the same term as the Townsend contract.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving an Agreement with Townsend Public Affairs for Grant Strategy and Writing Services
2) Exhibit A to the Resolution – Townsend Public Affairs Agreement
3) Request for Proposal – Grant Strategy and Writing Services
4) Townsend Public Affairs Proposal
5) Budget Change Form

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING AN AGREEMENT WITH TOWNSEND PUBLIC AFFAIRS FOR GRANT STRATEGY AND WRITING SERVICES

WHEREAS, on March 15, 2023, Staff issued a Request for Proposals (RFP) for Grant Strategy and Writing Services; and

WHEREAS, the City received fifteen responses to the RFP; and

WHEREAS, Staff reviewed and evaluated the proposals in accordance with the RFP rating process; and

WHEREAS, The City desires to enter into an agreement with Townsend Public Affairs for a not-to-exceed amount of $60,000 over a term beginning on June 7, 2023 and ending on June 30, 2024.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the agreement with Townsend Public Affairs, attached hereto as **Exhibit A.**

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the amendments to the agreements, attached hereto as **Exhibit A,** and make any necessary, non-substantive changes to carry out the intent of this Resolution.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute amendments to the agreements, to extend the terms for a maximum of two years beyond the initial term.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

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CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND
TOWNSEND PUBLIC AFFAIRS, INC
FOR
GRANT STRATEGY AND WRITING SERVICES

THIS AGREEMENT for consulting services is made by and between the City of Dublin ("City") and Townsend Public Affairs ("Consultant") (together sometimes referred to as the "Parties") as of June 7, 2023 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2024, the date of completion specified in Exhibit A, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month-to-month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.

1.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Consultant's obligations hereunder.

1.5 Reserved.

1.6 Reserved.

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Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed $60,000, notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 Invoices. Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. No individual performing work under this Agreement shall bill more than 2,000 hours in a fiscal year unless approved, in writing, by the City Manager or his/her designee. Invoices shall contain the following information:

- The beginning and ending dates of the billing period;
- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- Consultant shall give separate notice to the City when the total number of hours worked by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Consultant and City. Such notice shall include an estimate of the time necessary to complete work described in Exhibit A and the estimate of time necessary to complete work under any other agreement between Consultant and City, if applicable.

2.2 Monthly Payment. City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 Reserved.

2.4 Total Payment. City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever

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incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 Reserved.

2.6 Reserved.

2.7 Payment of Taxes. Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 Payment upon Termination. In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 Authorization to Perform Services. The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant

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shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation.

4.1.1 General Requirements. Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Consultant may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the Consultant, its employees, agents, and subcontractors.

4.1.2 Submittal Requirements. To comply with Subsection 4.1, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section; and

b. Waiver of Subrogation Endorsement as required by the section.

4.2 Commercial General and Automobile Liability Insurance.

4.2.1 General Requirements. Consultant, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $1,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $1,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under

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this Agreement, including without limitation, blanket contractual liability and the use of owned and non-owned automobiles.

4.2.2 Minimum Scope of Coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 Additional Requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired, or borrowed by the Consultant.

c. Consultant hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation.

d. For any claims related to this Agreement or the work hereunder, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

4.2.4 Submittal Requirements. To comply with Subsection 4.2, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section;

c. Waiver of Subrogation Endorsement as required by the section; and

d. Primary Insurance Endorsement as required by the section.

4.3 Professional Liability Insurance.

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4.3.1 **General Requirements.** Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than $2,000,000 covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall not exceed $150,000 per claim.

4.3.2 **Claims-Made Limitations.** The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least 3 years after completion of the Agreement or the work, so long as commercially available at reasonable rates.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant shall purchase an extended period coverage for a minimum of 3 years after completion of work under this Agreement.

d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

4.3.3 **Submittal Requirements.** To comply with Subsection 4.3, Consultant shall submit the Certificate of Liability Insurance in the amounts specified in the section.

4.4 **All Policies Requirements.**

4.4.1 **Acceptability of Insurers.** All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.4.2 **Verification of Coverage.** Prior to beginning any work under this Agreement, Consultant shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Consultant by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Consultant beginning work, it shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.4.3 **Deductibles and Self-Insured Retentions.** Consultant shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this

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Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.4.4 Wasting Policies. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.4.5 Endorsement Requirements. Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.4.6 Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.5 Remedies. In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES. Refer to the attached Exhibit B, which is incorporated herein and made a part of this Agreement.

Section 6. STATUS OF CONSULTANT.

6.1 Independent Contractor. At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. This Agreement shall not be construed as an agreement for employment. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Consultant further acknowledges that Consultant performs Services outside the usual course of the City's business; and is

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customarily engaged in an independently established trade, occupation, or business of the same nature as the Consultant performs for the City and has the option to perform such work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 **Consultant Not an Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws and regulations applicable to the performance of the work hereunder, including but not limited to, the California Building Code, the Americans with Disabilities Act, and any copyright, patent or trademark law. Consultant's failure to comply with any law(s) or regulation(s) applicable to the performance of the work hereunder shall constitute a breach of contract.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color,

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creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 Termination. City may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

8.2 Extension. City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.3 Amendments. The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 Assignment and Subcontracting. City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

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8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but are not limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or

8.6.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 **Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.

9.3 **Inspection and Audit of Records.** Any records or documents that Subsection 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to

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the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Venue. In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 Use of Recycled Products. Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.7 Conflict of Interest. Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous 12 months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant

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understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

At City's sole discretion, Consultant may be required to file with the City a Form 700 to identify and document Consultant's economic interests, as defined and regulated by the California Fair Political Practices Commission. If Consultant is required to file a Form 700, Consultant is hereby advised to contact the Dublin City Clerk for the Form 700 and directions on how to prepare it.

10.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.9 **Contract Administration.** This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.10 **Notices.** Any written notice to Consultant shall be sent to:

Townsend Public Affairs
Attn: Christopher Townsend
1401 Dove Street, Ste. 330
Newport Beach, Ca. 92660

Any written notice to City shall be sent to:

City of Dublin
Attn: City Manager
100 Civic Plaza
Dublin, CA 94568

10.11 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A and B represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services & Compensation Schedule
Exhibit B	Indemnification

10.12 **Counterparts and Electronic Signatures.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute

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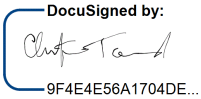
one agreement. Counterparts delivered and/or signatures executed by City-approved electronic or digital means shall have the same force and effect as the use of a manual signature. Both Parties desire this Agreement to be electronically signed in accordance with applicable federal and California law. Either Party may revoke its agreement to use electronic signatures at any time by giving notice to the other Party.

10.13 **Certification per Iran Contracting Act of 2010.** In the event that this contract is for one million dollars ($1,000,000.00) or more, by Consultant's signature below Consultant certifies that Consultant, and any parent entities, subsidiaries, successors or subunits of Consultant are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

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The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN	TOWNSEND PUBLIC AFFAIRS
	DocuSigned by:  9F4E4E56A1704DE...
Linda Smith, City Manager	Christopher Townsend, President

Attest:

Marsha Moore, City Clerk

Approved as to Form:

City Attorney

3070368.1

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EXHIBIT A
SCOPE OF SERVICES & COMPENSATION SCHEDULE

Term of Services: June 7, 2023 through June 30, 2024

All-Inclusive Retainer

DESCRIPTION OF SERVICES	MONTHLY FEE
Grant Strategy and Writing Services	**$5,000***
Conduct Detailed Orientation	Included
Craft Strategic Funding Plan	Included
Identify, Research, and Monitor Grant Funding Opportunities	Included
Grant Application Development and Submittal	Included
Establishment of Clear Accountabilities	Included
Provide Overview of Full Applications Requirements	Included
Assemble Project Background and Details	Included
Coordinate Technical Project Details	Included
Draft Written Proposal	Included
Incorporate Feedback to Finalize Proposal	Included
Submit Completed Application	Included
Funding Advocacy	Included
Post-Grant Submittal Advocacy	Included
Post-Award Grant Administration and Compliance	Included
Comprehensive Follow-Up on Unsuccessful Applications	Included
**The monthly fee includes all reasonable business and travel expenses*	

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EXHIBIT B

INDEMNIFICATION

Consultant shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, elected officials, employees, agents and volunteers from and against any and all liability, loss, damage, claims, expenses, and costs (including without limitation, attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Consultant's performance of the services called for or its failure to comply with any of its obligations contained in this Agreement, except such Liability caused by the sole negligence or willful misconduct of City.

Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to time, such duties of Consultant to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782.

The Consultant's obligation to defend and indemnify shall not be excused because of the Consultant's inability to evaluate Liability or because the Consultant evaluates Liability and determines that the Consultant is not liable to the claimant. The Consultant must respond within 30 days to the tender of any claim for defense and indemnity by the City. If the Consultant fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due the Consultant under and by virtue of this Agreement as shall reasonably be considered necessary by the City, may be retained by the City until disposition has been made of the claim or suit for damages, or until the Consultant accepts or rejects the tender of defense, whichever occurs first.

DUBLIN
CALIFORNIA

REQUEST FOR PROPOSALS:

GRANT STRATEGY & WRITING SERVICES

City of Dublin, CA

Proposals must be received by: Wednesday, April 5, 2023, at 12:00pm

Staff Contact:
John Stefanski
Assistant to the City Manager
100 Civic Plaza
City of Dublin, CA 94568
John.Stefanski@dublin.ca.gov

Posted Date: Wednesday, March 15, 2023

Overview

The City of Dublin is located in the Tri-Valley subregion of eastern Alameda County, approximately 35 miles southeast of San Francisco. Incorporated in 1982, the City has a 2020 population of approximately 73,000 residents. The City is a general law city and is governed by a five-member City Council. A contract city, Dublin contracts several firms to provide municipal services including the Alameda County Sheriff's Office for Police Services, Alameda County Fire Department for Fire Services, and MCE Corporation for Maintenance Services. Water, wastewater, and recycled water services are provided to residents by the Dublin San Ramon Services District (DSRSD).

The City is seeking proposals from qualified professionals and/or firms to provide grant strategy and writing services. Specifically, the City wishes to pursue more grant opportunities to support the City's ongoing efforts in the delivery of public works, transportation and other capital improvement projects, community development and affordable housing programs, public safety and disaster preparedness services, technology and cyber security initiatives, and other policy areas. The most immediate priority of this work is the City's ~$160M Dublin Boulevard Extension project. This project, which will extend Dublin Boulevard from Fallon Road to North Canyon's Parkway, will require significant funding from non-local sources.

Desired Scope of Services:

The selected professionals and/or firms will provide grant strategy and writing services which shall include the following:

- Developing an overall City grant strategy which aligns City priorities with available or upcoming federal, state, regional, or other grant or similar funding opportunities.
- Identifying and researching relevant grant opportunities and participating in any pre-submittal/NOFA webinars on behalf of the City.
- Leading staff and stakeholder meetings to guide grant writing activities.
- Preparing and managing individual grant application timelines. Timeline must identify roles, responsibilities, deliverables, and key milestones.
- Producing project narratives and fact sheets to assist in grant applications and City advocacy efforts.
- Drafting, editing, and submitting grant applications on behalf of the City, ensuring all submissions are correct and contain all required information.
- Provide technical assistance to Staff administering grants.

The selected professionals and/or firms will report to the Assistant to the City Manager who will manage the contract and assist with internal coordination amongst City departments.

RFP Submittal Requirements

Please prepare and organize your response to this RFP based on the requirements provided below. Any other information you would like to include should be placed in a separate section at the end of your response.

The City will not pay for any costs incurred in preparation and submission of the responses or in anticipation of a contract.

Please email an electronic (.PDF) copy of your Proposal to John.Stefanski@dublin.ca.gov **no later than Wednesday, April 5, 2023, at 12:00pm.** Physical submittals will not be accepted. Any responses submitted after the stated deadline will not be accepted for consideration.

Submission Format

To ensure fair and accurate consideration of all submissions, responses *must* contain the following information:

1. Executive Summary
    a. Provide a brief overview of your firm and your firm's experience providing the services detailed in the previous section of this RFP. This executive summary must include the contact information of the individual authorized to represent your firm and any third parties who will collaborate with you on the delivery of these services. If you are using a third party, please list the roles each party will play in the overall delivery of the services.

2. Project Approach
    a. Provide a detailed description of your planned approach and methodology to accomplishing the desired scope of services.
    b. Describe your approach to aligning and coordinating with Staff and various stakeholders, and the project management strategies and software (if any) your firm utilizes in the grant application process.

3. Project Team Description
    a. Provide names and contact information of the Project Team including the Principal-in-Charge and Project Manager/primary point of contact. Include brief resumes for all team members, as well as their tenure with the firm. Indicate the organizational structure of the team and outline key roles and lines of authority. Identify all sub-consultants and their role in the project, including all the aforementioned information.

4. Relevant Experience & Qualifications
    a. State the qualifications and experience of the firm/individuals. Please emphasize specific qualifications and experience with engagement of similar scope and complexity.
    b. Please provide an example of your firm's work, including a writing sample as well as project fact sheet your firm has created.

5. Costs
    a. Describe the fee schedule your firm proposes for providing grant writing services:
        i. If a flat fee, please indicate how that is developed for a grant application.
        ii. If an hourly rate, please include a detailed hourly rate schedule.

6. References
    a. Provide the names, contact information, and brief project summary for three (3) similar municipal agencies for which the firm has provided similar services within the last five years. Please detail your firm's recent success in securing grant funding for each reference.

7. Standard Agreement Confirmation
    a. Provide confirmation of your firm's ability to meet the City's Standard Consulting Agreement and insurance requirements. Exceptions to the Agreement and insurance requirements shall be specifically noted in the response.

Review and Selection Process

The City reserves the right to make the selection(s) based on its sole discretion. Depending on the quantity and quality of proposals, the City may elect to establish a list of qualified grant writer firms whom the City may use on an "on-call" basis.

A subcommittee selected by City Staff will evaluate responses to this RFP utilizing the following criteria:

- Qualifications and specific experience of key project team members.
- Experience with engagement of similar scope and complexity.
- Satisfaction of previous clients.
- Cost of providing the consultant services for this project.

The subcommittee will use a forced ranking process to select finalists. The subcommittee may conduct interviews with more than one firm that has submitted a response.

The City reserves the right to award a contract to the firm(s) that the City feels best meets the requirements of the RFP, which may include hiring multiple firms. The City reserves the right to reject any and all responses prior to execution of the Agreement, with no penalty to the City.

Schedule for RFP Process

Date*	Task
March 15, 2023	Public Posting of RFP
March 22, 2023	Deadline to submit questions to City of Dublin
March 29, 2023	Answers to Questions and Addendum posted, if required
April 5, 2023	**Proposals due no later than 12:00pm**
April 13-14, 2023	Interview firms (optional)
May 16, 2023	City Council Consideration of Agreement (if required)

*Tentative dates, subject to change

Standard Consulting Agreement:

It is anticipated that the services covered by the Agreement resulting from this solicitation will be performed on a time and materials fee basis for a specified scope of work.

A sample of the City's Standard Consulting Agreement (Agreement), including insurance requirements, is provided as **Attachment A**.

If the interested firm desires to take exception to the Agreement and/or insurance requirements, the interested firm shall clearly identify proposed changes to the Agreement and furnish the reason for these changes, which shall be included in the qualification. Exceptions will be taken into consideration in evaluating Proposals. Otherwise, the interested firm is to state in the proposal that the Agreement and insurance requirements are acceptable.

Consideration for exceptions will not be considered if not included in the submitted proposal.

Conflict of Interest

Proposer agrees that, for the term of this contract, no member, officer, or employee of the City of Dublin, or of a public body within Alameda County or member or delegate to the Congress of the United States, during his/her tenure or for one year thereafter, shall have any direct interest in the contracts or any direct or material benefit arising therefrom.

Proposers must provide a list of any potential conflicts of interest in working for the City of Dublin. **This must include, but is not limited to, a list of your firm's clients who are the following: Private clients located or operating within the City of Dublin limits, Dublin San Ramon Service District, US Army Camp Parks and/or the County of Alameda, and a brief description of work for these clients**. Proposers must also identify any other clients (including public entities), that may pose a potential conflict of interest, as well as a brief description of work you provide for these clients.

This list must include all potential conflicts of interest within the year prior to the release of this RFP as well as current and future commitments to other projects.

Principals and those performing work for City of Dublin may be required to submit a California Fair Political Practices Commission (FPPC) Form 700: Statement of Economic Interests documenting potential financial conflicts of interest. For additional information, proposers should refer to the FPPC website at http://www.fppc.ca.gov/Form700.html.

Equal Employment Opportunity

Proposer shall not, on the grounds of race, color, sex, age, religion, national origin, ancestry, physical handicap, medical condition, or marital status either discriminate or permit discrimination against any employee or applicant for employment in any manner prohibited by Federal, State, or local laws. In the event of Proposer non-compliance, the City of Dublin may cancel, terminate, or suspend the Contract in whole or in part. Proposers may also be declared ineligible for further contracts with the City of Dublin.

Proposer shall take affirmative action to ensure that applicants are employed, and that employees are treated during their employment, without regard to their race, religion, color, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Proposer and its sub-consultants shall post in conspicuous places, available to all employees and applicants for employment, a notice setting forth the following provisions [29 U.S.C. § 623, 42 U.S.C. § 2000, 42 U.S.C. § 6102, 42 U.S.C. § 12112, 42 U.S.C. § 12132, 49 U.S.C. § 5332, 29 CFR Part 1630, 41 CFR Parts 60 et seq.].

Governing Law

This RFP summarizes the applicable laws and governance, when in conflict applicable State/Federal guidelines shall apply. The contract and legal relations between the parties hereto shall be governed and construed in accordance with the laws of the State of California.

Attachments

Attachment A Standard Consulting Services Agreement

CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND
[NAME OF PROFESSIONAL CONSULTANT]
FOR
[PROJECT TITLE]

{Removed for purposes of the June 6, 2023 Regular City Council Meeting Packet}

TOWNSEND
PUBLIC AFFAIRS
EST TPA 1998

DUBLIN
CALIFORNIA

Proposal for
Grant Strategy and Writing Services

April 5, 2023

WWW.TOWNSENDPA.COM

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SOUTHERN CALIFORNIA

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TOWNSEND
PUBLIC AFFAIRS
EST TPA 1998

April 5, 2023

John Stefanski, Assistant to the City Manager
City of Dublin
100 Civic Plaza
Dublin, CA 94568

Dear Mr. Stefanski:

Thank you for the opportunity for Townsend Public Affairs, Inc. ("TPA") to submit our proposal for Grant Strategy and Writing Services to the City of Dublin ("City").

Since its inception in 1998, TPA has earned the reputation as ***Champions for Better Communities*** by providing the experience, resources, and relationships expected from a premier legislative advocacy and grant writing firm while also giving clients the unique brand of customer service they deserve: personal attention, maximum accessibility, and passion for their mission.

Our strategic approach to advocacy and funding is tailored to meet the individual needs of each client by leveraging the breadth and depth of our team as well as our vast network of relationships with key stakeholders and decision makers.

Utilizing this method on behalf of our clients, TPA has shepherded over 100 legislative and regulatory proposals into law, and secured over $2.6 billion in grants from state, federal, and local government agencies as well as nonprofit foundations and private companies.

Thank you again for your interest in our firm and your consideration of this proposal. TPA does NOT propose using subcontractors to accomplish the scope of work outlined in the RFP. Please contact Olivia Raymond, Business Development Associate, at ORaymond@TownsendPA.com or (949) 399-9050 if you have any questions or need additional information. We would be honored to serve the City of Dublin.

Yours truly,



Christopher Townsend **(Authorized to Represent the Firm)**
President
ChristopherTownsend@TownsendPA.com

PROJECT APPROACH

TPA grant experts diligently work to compile project details, implement quality control measures, and serve as an extension of client staff to seamlessly submit applications and report on all grant activity relevant to client interests. These efforts have resulted in over **$2.6 billion in successful grant achievements** on behalf of the firm's clients. TPA will rely on City staff to provide technical project information, budget details, and project timeline information as appropriate, however, TPA will work diligently to reduce the burden on City staff and develop compelling applications that best reflect the City's priorities.

TPA will utilize the following strategic and comprehensive approach to provide grant funding services to the City:

- **Conduct Detailed Orientation:** TPA utilizes a comprehensive onboarding process that includes extensive meetings with various relevant members of City leadership and key City departments to help develop a strategic plan that is carefully tailored to satisfy the needs of the City, as well as designed for maximum success in the current political climate and funding environment.

- **Craft Strategic Funding Plan:** Utilizing the information gathered during the onboarding process, TPA will coordinate with the City to develop a proactive and comprehensive strategic funding plan that serves the needs of the City's priorities. ***The plan will do more than simply identify City projects***; it will outline and prioritize multiple funding options for each project, and develop a specific plan of work tailored for each project. It will also identify key "strings attached" to help assess the cost/benefit ratio for each grant opportunity.

- **Identify, Research, and Monitor Grant Funding Opportunities:** TPA will utilize list-serve subscription programs, funding workshops, agency canvassing, and other networking tactics to ensure every potential opportunity is identified and reviewed for relevance with the City's projects. TPA will then share these opportunities with the City for further assessment and determination if a grant application is warranted. The City will also receive a grant matrix of funding programs that is updated regularly as new opportunities arise.

- **Community Outreach:** TPA will assist the City with community outreach required for grant applications by ensuring the City is aware of specific requirements, help develop materials that capture all elements required by the grant, and compile the data following the outreach to include in the application.

- **Grant Application Development and Submittal:** TPA will develop, draft, submit, and follow up on each City grant application through the following process:

    - **Establishment of Clear Accountabilities:** TPA will coordinate with the City to ensure the assignment of responsibilities and tasks are made clear so that confusion and inefficiency are avoided and the City is burdened as little as possible while TPA pursues a grant opportunity**.**

    - **Provide Overview of Full Application Requirements:** For each grant application, TPA will provide the City with a detailed overview of the requirements for the grant program and corresponding application to ensure that the program is a strong fit for the City's project. This will include:
        - Application timeline
        - Eligible project types

- Funding availability and award maximum and minimums
- List of application components, including proposal questions and any required attachments

- **Assemble Project Background and Details**: TPA will conduct a detailed informational interview with City staff most involved with each project in order to gain a full understanding of the project background and scope details necessary for developing the grant proposal and addressing all application questions.

- **Coordinate Technical Project Details**: For technical application components such as site plans, detailed cost estimates, project timelines, engineering plans, and cost-benefit analyses, TPA will coordinate with City staff to compile all necessary attachments and ensure consistency across all elements of the application.

- **Draft Written Proposal**: TPA will fully draft all narrative components of the application and, when applicable, will indicate where additional input or project detail from the City could be provided during the proposal review process.

- **Incorporate Feedback to Finalize Proposal**: Well ahead the of the application deadline, TPA will provide the City with a full draft for review and feedback. TPA will incorporate any additional details or revisions provided during this process to finalize the grant application and will obtain City approval for the final version of the application prior to submission.

- **Submit Completed Application**: TPA will ensure that applications are submitted prior to the deadline, whether the submission is electronic or through hard copies, in accordance with submission instructions for each individual program. For hard copy submissions, TPA will print and package applications according to submission instructions and will ship applications through a reliable carrier service such as FedEx in order to provide the City with tracking and delivery confirmation for the application. TPA will also obtain a receipt for proof of submission and provide the City with a final copy of all submitted application documents.

- **Funding Advocacy:** Throughout grant application process TPA will leverage relationships with relevant officials and program officers in various state and federal funding agencies to ensure that City grant applications are aligned with the goals of the specific grant program and that the applications are well-crafted and well-positioned for funding.

- **State Budget Funding Opportunities:** In an effort to maximize state funding, TPA will work with the City to identify projects and other funding priorities that may be suitable for funding through the State Budget. TPA will coordinate with the City to develop supporting materials for the budget request. TPA will also work with members of the City's state legislative delegation, along with the Assembly and Senate Budget Committees, to gain support for the inclusion of the City's project in the final State Budget approved by the Legislature.

- **Federal Earmark Opportunities:** In an effort to maximize federal funding, TPA will work with the City to identify projects and other funding priorities that may be suitable for funding through the Federal Earmark process. TPA will coordinate with the City to develop supporting materials for the earmark request. TPA will also work with

members of the City's federal legislative delegation to gain support for the inclusion of the City's project.

- **Post-Grant Submittal Advocacy:** TPA will frequently contact legislators and agency officials to follow up on the status of a grant application and promote its need and urgency. This will include drafting letters of support after grant submissions and distributing them to legislators for their consideration. In addition, TPA will work with legislators to reach out to individual granting agencies to provide background on City's projects and convey their support for those projects.

- **Post-Award Grant Administration and Compliance:** TPA will also assist, as needed, with post-award administration and compliance for all grant applications submitted by TPA on behalf of the City. This assistance will include interacting with granting agencies on behalf of the City, providing support for the drafting and submission of required reports, evaluations, and other tasks related to the successful monitoring of and compliance with the program requirements.

- **Comprehensive Follow-Up on Unsuccessful Applications:** Despite all best efforts, some grant applications are not selected for funding. In those instances where grant applications are unsuccessful, TPA will work with the relevant state and federal funding agencies to set up in-person or telephone debriefing sessions to discuss the grant applications and how to best revise the grant applications for the next funding round to ensure success.

- **Provide Monthly Progress Reports:** TPA will confer regularly with the City on our activities. TPA will provide timely electronic monthly reports on the status of all funding activity, such current funding opportunities, current applications, submitted applications, and post-grant submittal advocacy. In addition to written reports, TPA will be available to the City for conference calls, in-person briefings, and meetings.

PROJECT TEAM DESCRIPTION

With a team of 15 grant writers and funding advocates, TPA can deploy as many advocates as needed to maximize success and minimize the burden on City staff. TPA will NOT use subcontractors to accomplish the scope of work. TPA proposes a dedicated team of seven people to perform state legislative advocacy services for the City:

Christopher Townsend
President
Role: Managing Principal/Senior Strategic Advisor

Alex Gibbs
Grants Manager
Role: Project Manager/Grant Writer/Funding Advocate

Eric Thronson
Deputy Director
Role: Grant Writer/Funding Advocate

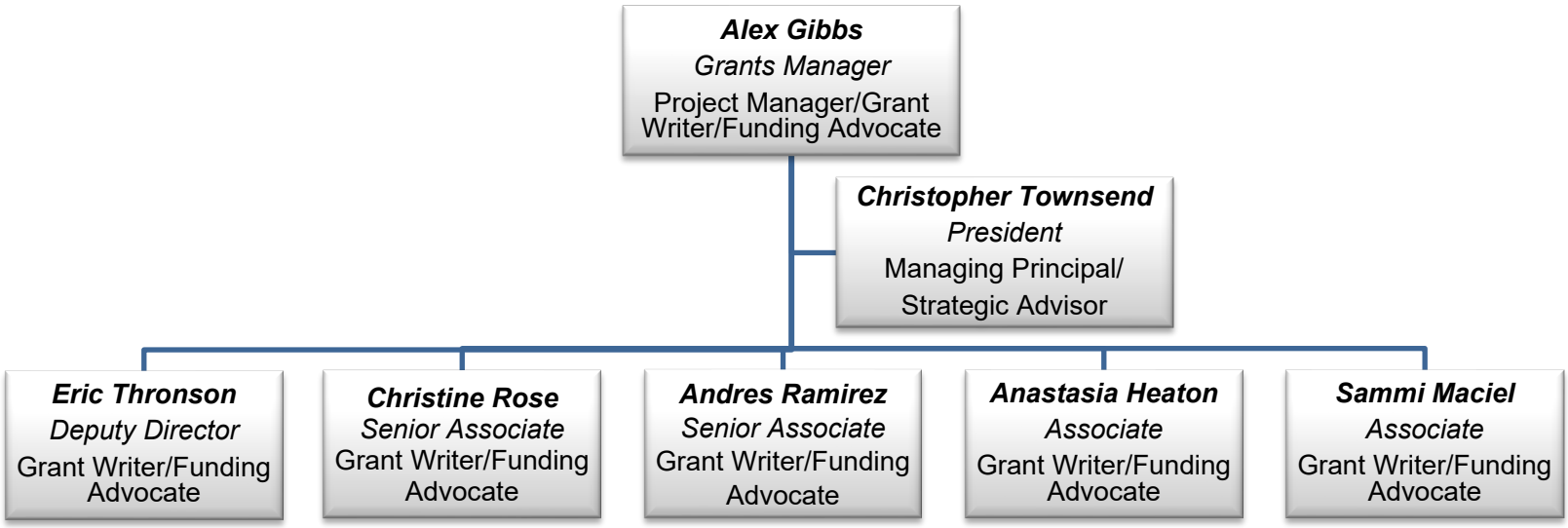
Christine Rose
Senior Associate
Role: Grant Writer/Funding Advocate

Andres Ramirez
Senior Associate
Role: Grant Writer/Funding Advocate

Anastasia Heaton
Associate
Role: Grant Writer/Funding Advocate

Sammi Maciel
Associate
Role: Grant Writer/Funding Advocate

TPA uses a strategic approach to grant writing that will be tailored to meet the specific needs of the City. To maximize success, TPA's team of advocates and grant writers will utilize a collaborative approach and leverage an expansive collection of relationships in the state and federal government, as well as a variety of policy expertise, including in transportation and infrastructure, water, education, parks and recreation, and local governance. The following organizational chart delineates the roles and responsibilities of each member of the project team.



Resumes for each member of the proposed project team can be found on the following pages.



Christopher Townsend, President: Christopher founded TPA in 1998 and has 40 years of experience in public affairs, legislative advocacy, and grant writing. Christopher and TPA have represented over 315 clients, including 250 local public agencies, such as cities, counties, transportation agencies, water and sanitation districts, elementary and secondary school districts, community college districts, park and recreation districts, and other special districts, as well as nonprofit organizations.

Townsend Public Affairs, Inc.
President *1998-Present*

Christopher provides leadership to a team of 15 advocates and grant writers while managing the development and implementation of strategies for the agendas of each client. His achievements include:

- Under Christopher's leadership, TPA has become one of the most successful advocacy firms in California (and is continually recognized as a "top ten" firm registered with the California Secretary of State) while still providing the personalized attention and focus of a small boutique firm.

- Under Christopher's leadership, TPA has shepherded **over 100** legislative and regulatory proposals into law over a wide range of policy areas, including local governance, water and sanitation, transportation, housing and economic development, parks and natural resources, historical and cultural resources, elementary and secondary education, higher education, and public safety. The bipartisan capabilities of the firm are evidenced by legislative and funding successes over the tenure of several federal and state administrations, including: President Bill Clinton, George W. Bush, Barack Obama, Donald Trump, and Governors Pete Wilson, Gray Davis, Arnold Schwarzenegger, Jerry Brown, and Gavin Newsom.

- Christopher and his team have secured over **$2.6 billion** in local, regional, state, and federal government grants as well as private and nonprofit grants for a multitude of legacy projects in the policy sectors of water and sanitation, transportation, education, housing and economic development, parks and natural resources, historical and cultural resources, and public safety.

- Maintains close bi-partisan relationships with several members of the California Congressional delegation, including Senators Feinstein and Padilla, and Representatives Torres, Lowenthal, Porter, Levin, Correa, Lee, Swalwell, Napolitano, Garamendi, Carbajal, DeSaulnier, Sanchez, Lieu, Harder, Calvert, Garcia, Steel, and Kim.

- Christopher and TPA have participated in the development and implementation of several California bond propositions for the statewide ballot to provide capital funding for major infrastructure projects, including water and sanitation, transportation, education, housing and economic development, parks and natural resources, and historical and cultural resources, including Propositions 1, 1B, 1C, 1D, 1E, 12, 13, 14, 40, 47, 50, 55, 68 and 84. Most recently, Christopher worked closely with the State Legislature and the Governor's office on the drafting of SB 5 (De Leon), which authorized a **$4 billion** park bond that was approved on the November 2018 statewide ballot as Proposition 68.

- In 1999, Christopher was appointed by Assembly Speaker Antonio Villaraigosa to serve on the Speaker's Commission on State and Local Government Finance.

- In 1997, Christopher was appointed by Assembly Speaker Cruz Bustamante to serve on the California Film Commission.

PepsiCo/Taco Bell Corp., Irvine, CA
Senior Director, Government & Community Affairs *1992-1998*

Christopher managed and directed government and media relations, crisis management, internal communications, and marketing publicity. Christopher also managed the political action committee for state and federal political races. Additionally, Christopher managed community relations initiatives, corporate philanthropy, and the Taco Bell Foundation.

Stein-Brief Group, Inc., Dana Point, CA
Vice President, Public Affairs *1982-1992*

Christopher directed government, community, and media relations at the level, state, and federal levels, including the management of all political, civic, charitable, and cultural activities. Christopher provided land-use planning and entitlement process analysis for domestic and international projects. Christopher also managed activities with numerous state and federal agencies to ensure compliance with all applicable laws and regulations governing land use. Finally, Christopher created and directed a political action committee that supported various local, state, and federal candidates and ballot initiatives.

JFK School of Government, Harvard University, Cambridge, MA
Master of Public Administration *1991*

Claremont McKenna College, Claremont, CA
Bachelor of Arts, Political Science, Magna cum Laude, Political Science Honors Prize *1982*

Coro Fellow
Southern California *1981*

Harry S Truman Scholar
California *1980*



Alex Gibbs, Grant Manager: Alex brings 11 years of public policy and legislative advocacy experience to TPA. Alex has four years of experience working for the State Legislature analyzing, researching, writing, and shepherding bills through the legislative process. Alex has also secured significant grant funding for clients throughout California. Alex has expertise in the policy sectors of parks and recreation, local governance, public safety, transportation, cap and trade, and labor relations.

Townsend Public Affairs, Inc.
Grants Manager *2014-Present*

During his tenure at TPA, Alex has been responsible for securing millions in competitive grant funds at the private, state, and federal levels for local public agency clients. In addition to his expertise on parks and recreation, transportation, and public safety, Alex has a strong network of relationships with State Legislators and key staff, as well as various state departments and agencies. Some of his accomplishments include:

- Alex worked with the City of San Leandro staff to secure **$4,540,922** in grant funding from the Building Forward Library Infrastructure Program administered by the California State Library to upgrade multiple libraries throughout the City. Alex tailored the grant application's message and narrative, as well as worked with City Staff to create a project budget and timeline that would ensure competitiveness. Alex also utilized advocacy strategies that leveraged the City's strengths during the grant review process to ensure project success.

- Alex worked closely with the City of Oakland staff to secure **$10,801,183** in grant funding from the Clean CA Local Grant Program. Alex leveraged relationships with the California Department of Transportation and the City's legislative delegation to successfully advocate for two funded projects. This funding helped the City of Oakland conduct the Courtland Creek Restoration Project, as well as the Oakland Mini Parks Beautification Project, both of which provided significant remediation and beautification of public resources for local residents.

- Alex led a team of Kern County staff through the application process to secure **$6,515,000** in grant funding from the Prop 68 Statewide Parks Program (Round 4). This funded the South Kern Lamont Park Project which provided much needed renovations to an existing park in the community of Lamont, despite grant program guidelines which provided preferences for the construction of new parks.

- Alex collaborated with state Natural Resources Agency staff to secure a **$3,086,000** Urban Greening Grant for the Desert Recreation District. This funded the construction of a new park and sports complex in unincorporated Riverside County. Alex then continued to work with the District on grant administration, ensuring the client was able to see the completion of their legacy project, that had been years in the making.

- Alex worked jointly with the City of South San Francisco to secure a **$868,000** grant from the Active Transportation Program (ATP). Alex leveraged relationships with the California Department of Transportation and coordinated among local business stakeholders and school officials to craft a competitive grant application to the statewide ATP. This funding

helped the City with their Linden and Spruce Avenue Traffic Calming Improvement Project to construct major traffic calming improvements to ensure bike and pedestrian safety at crucial intersections to residential and commercial neighborhoods.

- Alex collaborated with state and federal Land and Water Conservation Fund staff to secure a **$750,000** grant for the City of Imperial. This funded the construction of a 300 plus acre regional park and equestrian center. Alex then continued to work with the City on grant administration, ensuring the client was given the appropriate time to meet deadlines and retain their funding.

- Alex worked in concert with the City of South San Francisco to secure a **$658,000** grant from the San Mateo County Transportation Authority's Measure A Pedestrian and Bicycle Program. Alex leveraged relationships with stakeholders in the County to ensure that the City received the funding needed for their Sunshine Gardens Project, including major traffic-calming improvements on streets frequented by students walking and riding bicycles.

- Alex worked closely with City of Novato staff to secure a **$220,500** grant from the Food Waste Recovery program at CalRecycle. This funded a local food waste recovery effort in Marin County that allowed the City of Novato to partner with local non-profits and ensure that good food, that otherwise would go to waste, reached food banks and vulnerable residents.

- Alex has developed broad expertise with respect to public safety policy and funding. In conjunction with local stakeholders, Alex has worked successfully on a variety of public safety issues that affect local public agencies in California, including the fight against the trafficking and exploitation of minors, as well as the protection of local control regarding the manufacturing of medicinal cannabis products.

California State Senate
Legislative Aide *2012-2014*

Alex worked as a member of the Eighth Senate District's legislative team representing San Francisco and San Mateo Counties. Alex's primary responsibilities included monitoring, reviewing, and making recommendations on legislation passing through the Senator's committee's as well as bills of interest to the District. Alex annually carried a bill package through the legislative process and assisted with problem bills that required more support. Alex consistently had one of the highest numbers of bills signed into law of any senate staffer.

University of San Francisco, CA
Bachelor of Arts, Politics *2011*



Eric Thronson, Deputy Director: Eric brings two decades of legislative and public policy experience to TPA. While developing and implementing legislative and funding strategies for public agency clients throughout California, Eric maintains deep relationships with key members and staff of the State Legislature, the Administration, and state agencies. Eric has broad expertise in transportation planning and infrastructure from his tenure with both Legislative Transportation Committees and the California Transportation Commission, but his expertise extends to other policy areas including housing and land use, the state budget, and local governance.

Townsend Public Affairs, Inc.
Deputy Director *2021-Present*

At TPA, Eric serves a broad range of public agency clients throughout California. He advocates at the federal, state, regional, and local level for client projects and programs including the pursuit of grants and other funding opportunities. Eric's network of relationships in Congress, the State Capitol and at the California Transportation Commission contributes to his success with clients. He is adept at assisting clients in navigating complicated legislative and regulatory frameworks at the local, regional, state, and federal levels, and developing effective policy strategies and solutions for clients related to all aspects of transportation, housing, or infrastructure policy.

Since joining TPA, Eric has worked with clients to develop their funding proposals and secure competitive grant funding on projects. He has also worked to identify strategic funding resources that ensured his client's visions were transformed into reality. Some of his work includes:

- Eric worked with the City of Fontana to develop, prepare, and execute a strategic plan to support the City's FY22 RAISE grant application. This highly competitive federal grant opportunity administered by the U.S. Department of Transportation formed a key component of the City's Complete Streets Upgrades. These upgrades include street, bike, sidewalk, and trail improvements, bringing numerous benefits and better quality of life for Fontana residents. The strategy entailed gathering support from key stakeholders in a way especially tailored to the current Administration's priorities, thus maximizing the application's chances of success. In addition to tailoring a message, TPA planned advocacy that leveraged the City's strengths during the grant review process. The culmination of this process was the award of **$15 million in federal RAISE funds** for the City's transportation infrastructure improvements. In the FY22 RAISE cycle, Fontana was one of only eight jurisdictions in the State of California to receive a RAISE grant.

- Eric worked with California State Transit Agency staff to secure **$23,600,000** in funding from the Transit and Intercity Rail Capital Program (TIRCP) for the Sacramento Regional Transit District. The proceeds from this grant will fund a fleet modernization project to purchase 8 new low-floor light rail vehicles to further expand low-floor light rail operations, resulting in faster train journeys, optimized boarding, increased safety, increased capacity, and expanded mobility options for the communities it serves.

- Eric worked closely and successfully with Congressman Raul Ruiz to secure an FY 2022 federal appropriations earmark in the amount of **$2.5 million** for SunLine Transit Agency's Fueling Station Expansion project, upgrading its 350-bar hydrogen public station to include 700-bar fueling capability for light and heavy-duty vehicles.

- From strategy development to last minute meeting with Legislators, Eric successfully navigated a tax measure on lithium extraction through the state budget process on behalf of the Imperial County Board of Supervisors, securing two-thirds support in the Legislature and the Governor's signature.

- Eric worked successfully with Senator Anna Caballero to secure **$3 million** in the FY 2022-23 state budget on behalf of the City of Merced for its Regional Fire Training Center, including building infrastructure, the buildout of shared classroom spaces, decontamination facilities, urban search and rescue props, an aircraft rescue firefighting prop, emergency vehicle operations courses, fire training props, and the completion of a recycled shipping container fire tower.

- In the FY 2022 lithium tax trailer bill, Eric worked with budget staff and Assembly Member Garcia to include **$5 million** for the development of a programmatic environmental impact report and community benefit plan in Imperial County.

- Eric assisted the City of El Monte with extending a transportation grant by leveraging his close relationships with the California Transportation Commission and saved the City over **$400,000** that they otherwise would have had to backfill from its own General Fund.

Assembly Transportation Committee
Chief Consultant *2017-2020*

As the Committee's Chief Consultant, Eric directed and coordinated the Assembly's agenda for all aspects of transportation policy. In addition, he developed and maintained relationships with key departments, stakeholders, and partners to implement the Assembly's transportation direction, as well as managing committee staff by training and mentoring new committee consultants through the process of policy analysis.

California Transportation Commission
Deputy Director of Legislation and Finance *2015-2017*

Eric coordinated the development of the Commission's legislative platform and assisted the Commissioners in advising the Legislature and Administration in the implementation of statewide transportation policy. In addition, Eric drove Commission budget proposals through the administrative and legislative processes by identifying and analyzing transportation-related legislation.

Senate Transportation and Housing Committee
Principal Committee Consultant *2011-2015*

Eric formed and developed legislative direction for statewide transportation policy, drafted and analyzed bills involving all aspects of transportation policy, and worked with state departments and other transportation partners to implement transportation-related legislation.

California Legislative Analyst's Office
Fiscal and Policy Analyst, Transportation, Housing, and High-Speed Rail *2008-2011*

LBJ School of Public Affairs, The University of Texas at Austin
Master of Public Affairs *2008*

Tulane University, New Orleans
B.A. in English, Minor in Classics *2000*



Christine Rose, Senior Associate: Christine brings a variety of experience and knowledge to TPA, including six years of experience in public policy and four years of experience in higher education. Christine has successful grant writing experience in areas such as education, cultural resources, public health, parks and recreation, and transportation.

Townsend Public Affairs, Inc.
Senior Associate *2022 – Present*

Since joining TPA, Christine has worked with clients to identify their funding needs and develop competitive proposals. She has identified new and strategic funding resources, bringing her clients' proposals from idea to reality. Her work includes:

- Securing **$3.8 million** in California Community Schools Program implementation funding for Merced Union High School District for the expansion of their community school program. Funds will allow the district to offer social, academic, and medical services and resources at each of their community school sites, allowing students and their families to receive needed counseling, mental health services, behavioral support, food services and more in a linguistically and culturally appropriate environment.

- Coordinating efforts between the City of Guadalupe, Guadalupe Union School District, and nonprofit Los Amigos de Guadalupe to secure a **$52,875** Artists in Schools grant award to initiate an arts program in the area's elementary schools.

- Working with Department of Education staff to secure a **$200,000** California Community Schools Program planning grant award for Guadalupe Union School District. This funding helped the district plan for the expansion of their community school resources, including hiring additional staff and purchasing supplies.

- Advocating for funding for Guadalupe Union School District's early learning center and securing federal community program funding in the amount of **$2 million.**

- Christine works to create accessible grant writing and development tools for clients such as grant tracking matrices and application breakdowns. These tools allow clients to access key strategic funding opportunities, develop comprehensive and competitive proposals, and ultimately secure grant funding.

- Christine works closely with clients to understand and meet their funding goals. Her collaboration with clients allows her to craft persuasive narratives and strong grant proposals. She is always researching and identifying new funding opportunities that fit the goals and objectives of her clients.

California State Assembly
Legislative Director *2018 – 2022*

Christine worked as the lead member of the Twenty-third Assembly District's legislative team representing portions of Fresno and Tulare Counties. Her primary responsibilities included crafting the Assembly member's legislative package and shepherding all bills through the legislative process, as well as identifying budget priorities and staffing those requests. Christine

was responsible for monitoring all legislation passing through the Member's committees and the Assembly Floor, analyzing each bill and making an appropriate recommendation. She had numerous bills signed into law and multiple budget requests included in the state budget.

California State Assembly
Legislative Aide *2017 – 2018*

Christine worked as a member of the Seventy-seventh Assembly District's legislative team representing San Diego County. Christine's primary responsibilities included carrying multiple bills through the legislative process as well as monitoring, reviewing, and making recommendations on legislation passing through the Assembly member's committees. She worked collaboratively with constituents and stakeholders to help craft the Assembly member's legislative package, carrying multiple bills to the Governor's desk.

Cal Poly, San Luis Obispo
Master of Arts, History *2013*

California State University, Sacramento
Bachelor of Arts, History and Government *2011*



Andres Ramirez, Senior Associate: Andres brings an array of knowledge, experiences, and deep connections to TPA. His work focuses on policy analysis and the unique effects that bills have on clients, shepherding bills through the legislative process, securing substantive amendments on legislation that threatens his clients' operations or priorities, and securing direct fiscal allocations through the State Budget and Federal Appropriations process. He works with both individual clients and coalition clients. Andres has significant state legislative experience in the policy sectors of energy and broadband, local governance, water, and cannabis. He also had state legislative experience in housing and transportation.

Townsend Public Affairs, Inc.
Senior Associate *2019-Present*

Since joining TPA, Andres has worked in the California political arena to vigilantly track, analyze, craft strategic plans, and impact legislation and administrative regulations that will directly affect his clients.

- Andres provides expert analysis and feedback on a variety of policy issues for his clients. He successfully advocates utilizing multiple touch points, which includes crafting letters and official correspondence to bring client concerns to the attention of decision makers in Sacramento and DC, constantly being present and vocal in the halls of the Capitol – whether in committee hearings or in Legislative meetings, and by utilizing his connections with key Legislators, Capitol Staff, State Agencies and Departments, and various other stakeholders.

- Andres enjoys leveraging his colleagues at TPA, all of whom bring diverse backgrounds and experiences. Utilizing a team approach to lobbying has proven successful in helping clients better navigate the complexities of the California/Washington DC political landscapes and their robust legislative and budget processes. Andres takes pride in the close relationships he maintains with his clients and ensures that he fully understands the intricacies of their unique perspectives and needs – enabling his clients to have successful outcomes in the political arena.

- Throughout his tenure at the firm, Andres has successfully secured over **$59 million** in direct State Budget allocations for his clients. He has worked closely with the Governor's Administration, Senators, Assembly Members, Budget Committees, and other key stakeholders to deliver the capital needed for his clients' priority projects. These budget funds have enabled the development of major bridge and road infrastructure, city facilities, critical housing and homelessness programs, police and fire station construction/repair, and more. He has also successfully secured **tens of millions of dollars** in direct Federal Appropriations allocations for his clients.

- Andres worked with the City of Fremont to secure **$7.2 million** for their i-680/Mission Boulevard Interchange Modernization Project. This allocation was critical to ensure traffic and pedestrian safety in one of the most dangerous overpasses in the East Bay Area.

- Andres worked with the City of Farmersville to secure **$7 million** for the construction of a new fire station.

- Andres worked with the Tri-Valley Cities Coalition to secure **$5 million** for the Valley Link Rail Project – environmental study and preliminary engineering.

- Andres worked with the City of Oakland to secure **$5 million** for the Teacher's Rooted in Oakland (TRiO) program, enabling educators to live within their district and providing critical cost of living stipends.

- In the Legislative arena, Andres was an instrumental part of championing legislative proposals which were signed by the Governor that increased county revenue in order to build out more efficient transportation infrastructure and reduce regional traffic.

- Andres worked to secure critical amendments in AB 1737 (Holden), exempting cities from a number of onerous and costly requirements related to the operations of day-camps. His work to amend the bill ensured that municipally run or contracted camps could remain open and affordable.

- Andres was able to amend SB 379 (Wiener) by adding provisions that would remove liabilities on cities and counties when they utilize an online, automated platform for issuing permits and conducting inspections related to solar energy systems.

- Andres has worked on the successful election campaign for a California State Senate Majority Leader and has experience working in both Capitol and District Legislative offices. Through his past work, he has gained valuable legislative experience – discussing and explaining major California policy issues with stakeholders, developing and conducting policy projects, and working closely with Elected officials and policy consultants. Prior to joining TPA full time, Andres worked as an intern at the TPA State Capitol office in Sacramento, where he laid a solid framework for his career in government relations.

Andres is an Executive Board Member for the California Latino Capitol Association Foundation, where he serves as Lobbyist-Liaison. In this role, he serves as a linchpin to the Foundation, by maintaining close relations with other Lobbyists, Trade Organizations, Non-Profits, Private Companies, and Legislators. He also leads efforts to expand the organization's reach by spearheading fundraising and networking.

University of California Los Angeles

Bachelor of Arts in Political Science *2019*



Anastasia Heaton, Associate: Anastasia brings a variety of experience and knowledge to TPA, including four years of experience in public cultural and historical resources. Anastasia has grant writing experience in areas such as water, parks and recreation, cultural resources, and natural resources.

Townsend Public Affairs, Inc.
Associate *2021 – Present*

Since joining TPA, Anastasia has worked with clients to develop their funding proposals and secure competitive grant funding on projects. She has also worked to identify strategic funding resources that ensured her client's visions were transformed into reality. Some of her work includes:

- Anastasia worked with State Department of Water Resources staff to secure **$2.3 million** in Small Community Drought Relief Grants. This grant funding funded three projects in Kern County and Marin County, ranging in award amount from $19,500 to $1.4 million. These critical drought mitigation projects include a new intake facility and increased storage capacity for water districts hit the hardest by severe drought conditions.

- Anastasia worked closely with the City of Palmdale to secure **$1 million** in competitive LA County Regional Park and Open Space District Measure A funding for Regional Recreation, Multi-Use Trails, and Accessibility projects. This grant funding will go towards the expansion of a beloved and critical swimming pool in the City's Marie Kerr Park.

- Anastasia worked alongside the City of Agoura Hills and the State Assembly to secure **$6 million** in funding for the Agoura Hills Linear Park through the State Budget process. This funding will prove critical in constructing a critical and innovative park space for the City.

- With the City of Murrieta, Anastasia secured **$2.4 million** in Economic Development Agency competitive grant funding for the Murrieta Innovation Center, a life-science startup incubator and community resource that will prove integral for job growth and economic development in the City.

- Alongside Merced Union High School District, Anastasia secured **$750,000** in Outdoor Equity Grant Funding through the California Department of Parks and Recreation for the Districts "Our Outdoors Program", which will provide outdoor education excursions and career development for underserved students.

- Anastasia secured **$10,000** in State Parks and Recreation funding for the City of Murrieta and the Murrieta Public Library through the Parks Pass Program. Grant funds will go towards to creation of outdoor activity kits for Murrieta library patrons to access and use for outdoor recreation.

United States State Department and Indian Health Services Agency
Research and Writing VSFS Intern *2020 - 2021*

Anastasia worked as a researcher and writing intern for the United States State Department and Indian Health Services Agency, devising creative ways to translate and narrate information and data on cultural resources and public health.

Santa Barbara Mission-Archive Library
Archival Intern *2020*

Anastasia worked to research and identify significant historical narratives and bring them to the public through community outreach and public education efforts. She provided key support on managing grant documentation and securing funding for the Mission Archive-Library.

Westmont College, Santa Barbara
Bachelor of Arts, History *2021*



Sammi Maciel, Associate: Sammi brings six years of federal legislative, funding, and public policy experience. Sammi has experience managing legislative activity, including bill analysis, research, and drafting particularly for federal funding opportunities. Sammi has expertise in several policy sectors including local governance, transportation, broadband, energy, and cultural resources.

Townsend Public Affairs, Inc.
Associate *2021-Present*

Since joining TPA, Sammi keeps clients informed of significant actions and pertinent developments in the federal government and strategizes ways in which to influence and enact changes in Washington, DC that have concrete results for clients. Some of Sammi's experience includes:

- In FY 2023, Sammi worked with the City of Half Moon Bay to secure a **$2 million** earmark for the City's Highway 1-Frenchman Creek Intersection and Bike/Pedestrian Improvement project. Sammi assisted in developing and submitting the project for consideration, as well as leveraged her extensive federal relationships to ensure success.

- Sammi's four years of experience working for two California Senators has led to an extensive network of relationships both on Capitol Hill and within federal agencies. Her understanding of the regional and political dynamics of the California Congressional delegation and their interactions with other members of the Senate and House are important to successfully advocating for California-based clients.

- Sammi has first-hand knowledge of the current federal appropriations process, including community project funding requests. This process differs from the pre-2011 earmark process and an understanding of the need to balance transparency and politics to submit a competitive request is key. Sammi has utilized her experience to successfully assist clients secure millions of dollars' worth of earmarks.

- Sammi has identified new and previously underutilized federal grants for the benefit of TPA clients. She has leveraged her relationships with key grant officials at various federal agencies to ascertain their specific priorities and buzz words required for successful grant applications. Sammi then leverages that information to help TPA federal clients develop and submit more competitive federal grant applications and then provide more effective tailored advocacy to secure funding awards.

US Senate, Office of Senator Kamala Harris (CA)
Field Representative *2019-2021*

Sammi represented a 30-county region on behalf of Senator Harris, attending events, hosting meetings, and facilitating outreach to constituents. She tracked key issues, facilitated rapid response, and built an extensive network of relationships with local elected officials and advocacy groups within her 30-county region. Additionally, Sammi drafted letters of support on behalf of her 30-county region addressed to numerous federal agencies, requesting funding for key projects in the region.

US Senate, Office of Senator Dianne Feinstein (CA)
Legislative Intern *Summer of 2017*

As a legislative intern with Senator Dianne Feinstein's office, Sammi researched and drafted memos for state field representatives regarding state legislature bills in the policy areas of transportation and water infrastructure, cannabis, and sanctuary cities.

Dominican University of California
Bachelor of Arts, Political Science *2017*

RELEVANT EXPERIENCE AND QUALIFICATIONS

TPA is a state and federal legislative advocacy and grant writing firm that provides lobbying and funding services to public agencies and nonprofit organizations throughout California.

- Founder/Owner/President: Christopher Townsend
- Advocacy Success: Shepherded **over 100** client-sponsored legislative proposals into law
- Funding Success: Over **$2.6 billion** in state, federal, and local government grants as well as grants from nonprofit organizations and private companies
- Longevity: 25 years (founded in 1998)
- Number of Employees: 19
- Number of Registered State and Federal Lobbyists and Grant Writers: 15
- Number of Offices: Five
    - TPA State Capitol Office, Sacramento
    - TPA Federal Office, Washington, DC
    - TPA Northern California Office, Oakland
    - TPA Central California Office, Fresno
    - TPA Southern California Office, Newport Beach
- Types of Clients:
    - City Governments
    - County Governments
    - Water and Sanitation Districts
    - Transportation Districts
    - K-12 School Districts
    - Community College Districts
    - Parks and Recreation Districts
    - Fire Protection Districts
    - Museums, Science Centers, and Cultural Facilities
- Areas of Specialization:
    - Local Governance (Cities, Counties, Special Districts)
    - Transportation Policy and Infrastructure
    - Water and Sanitation Policy and Infrastructure
    - Education Policy and Infrastructure
    - Housing and Economic Development
    - Parks and Community Facilities (Recreational, Cultural, Historical)
    - Energy, Environment, and Natural Resources
    - Public Safety
    - Budget and Finance

Townsend Public Affairs has raised the bar among grant writing firms with a California focus. Founded in 1998 by President and Owner Christopher Townsend, TPA provides legislative advocacy and grant writing services to public agencies and nonprofit organizations throughout California. Since its founding, TPA has provided customized legislative and funding advocacy for over 250 public agencies throughout the State of California. Over the last 25 years, TPA has excelled in the following areas in order to execute our clients' agendas and secure significant funding success for legacy projects.

- **Funding:** Since 1998, **TPA has secured over $2.6 billion in competitive funding** for client projects in the areas of transportation, water and wastewater, housing and development, parks and recreation, public safety, education, and cultural resources. TPA works with its clients through every step of the funding process, starting as early as the creation of relevant funding opportunities through legislative, budget and bond proposals. TPA then works to influence any legislative and regulatory processes in place to distribute and award funds. In partnership with clients, TPA assists with the development of grant applications and shepherds them through the agency review process, advocating aggressively to get applications funded.

- **Attention to Detail:** The TPA team works with clients to craft and execute an agenda focused on implementing legislative and funding solutions for legacy projects at all levels of government. The firm is made up of 15 team members with their own areas of expertise, who will collaborate and work together to achieve ultimate results. This means the City will have a dedicated Project Manager, as well as the benefit of having a variety of subject experts at its disposal who are at the top of their field to tackle projects and issues of the City. These efforts, combined with tactical and consistent follow-up, would undoubtedly lead to notable achievements for the City.

- **Dedicated Grant Writing Team:** The TPA team oversees a host of local, state, and federal grant opportunities and strategizes with the TPA project management team and clients to identify funding needs and eligible grant programs. TPA then works with Department officials to understand best practices to ensure grant application success. TPA grant experts diligently work to implement quality control measures on grant language and work as an extension of the client to seamlessly submit applications and report on all grant activity relevant to client interests. TPA employs the most effective strategies, including constant communication and updates on relevant funding programs, strategic and pointed application development and submittal, and grant application advocacy to ensure clients' projects are compelling and best positioned for success.

- **Relationships:** TPA has cultivated and maintains an extensive network of powerful and long-standing relationships which will be leveraged to meet the City's needs. TPA works diligently to craft and submit the strongest grant application possible, followed by diligent funding advocacy with key state and federal agency officials in order to ensure the highest likelihood of success. Additionally, TPA works with key members of the State legislature and Congressional representatives to ensure our clients' priorities are regularly voiced at both the state and federal levels and the importance of client projects is well-conveyed. These strategies, in tandem with TPA's expertise, experience, and dedication to our clients, will undoubtedly lead to significant achievements for the City of Dublin.

GRANT FUNDING ACHIEVEMENTS

This table provides an overview of our grant funding achievements on behalf of our clients from state, federal, and local government agencies as well as private and nonprofit grant programs.

These amounts represent grants secured through a competitive and/or legislative process and do NOT include any funds awarded to clients via formulas or related forms of funding entitlements.

Policy Sector	State Funding	Federal Funding	All Sources
Water and Sanitation	$128.9 Million	$12.9 Million	$141.8 Million
Transportation	$619.2 Million	$188.3 Million	$807.5 Million
Education	$253.1 Million	$49.9 Million	$303.0 Million
Parks and Recreation	$255.4 Million	$30.1 Million	$285.5 Million
Cultural Resources	$139.7 Million	$14.2 Million	$154.0 Million
Housing and Development	$719.2 Million	$26.7 Million	$745.9 Million
Public Safety	$138.7 Million	$79.0 Million	$217.8 Million
TOTAL	**$2.254 Billion**	**$401.4 Million**	**$2.655 Billion**

The following tables provide an overview of the budget earmarks that TPA secured on behalf of

our clients in the State Budget for FY 2022-23, FY 2021-22, and FY 2019-20. For each earmark, TPA strategized with our clients to identify priority projects and transform them into budget requests. TPA then worked closely and diligently with Members of the Assembly and Senate (and their staff), the Budget Committees, the Governor's Administration, and other key stakeholders to ensure our client projects were included in the final official budget.

FY 2022-23 STATE BUDGET EARMARKS		
Client Name	**Project**	**Amount Awarded**
California Academy of Sciences	Thriving California Environmental Learning Plan	$2,100,000
City of Agoura Hills	Linear Park Project	$6,000,000
City of Anaheim	Boysen Park Rehabilitation	$15,000,000
City of Berkeley	Marina and Pier Projects	$15,000,000
City of Buena Park	Water System Improvements	$5,000,000
City of Compton	Artesia Boulevard Bridge Rehabilitation	$12,000,000
City of Costa Mesa	Citywide Park Project	$10,000,000
	Ketchum Liboldt Park	$1,200,000
	Fairview Developmental Center	$3,500,000
City of Del Mar	Del Mar Bridge Replacement Project	$2,200,000
City of Dinuba	Fire Department Equipment and Training	$2,000,000
City of Farmersville	Fire Station Construction	$7,000,000
City of Fremont	Teen Center Building Upgrades	$8,000,000
	Sabercat Bridge and Trail project open space acquisition and planning	$6,000,000
	I-680 Sabercat Bridge Infrastructure	$6,000,000
	Housing Navigation Center	$500,000
City of Fullerton	Navigation Center Project	$6,000,000
City of Gardena	Broadband Infrastructure	$4,000,000
	Revitalization of Gardena Boulevard	$2,000,000
City of Hayward	Scattered Site Housing Model to Create Cost-Effective Permanent Housing for unhoused individuals	$5,400,000
City of Huntington Beach	Mental Health Crisis Unit	$1,500,000
City of Irvine	Sweet Shade Park	$2,800,000
	Mental Health Crisis Unit	$1,500,000
City of La Habra	Imperial/Coyote Creek Sinkhole	$8,500,000
City of Laguna Beach	Mental Health Crisis Unit	$1,500,000
City of Merced	Merced Regional Fire Training Center	$3,000,000
City of Oakland	Teachers Rooted in Oakland (TRiO) Program	$5,000,000
City of Palo Alto	Replacement of Fire Station 4	$5,200,000
	Newell Road Bridge Replacement	$2,000,000
City of Parlier	Parlier Police Station	$2,500,000
City of Santa Clara	Magical Bridge All-Inclusive Playground in Central Park	$800,000
City of South San Francisco	Linden Park Project	$3,200,000
	County of San Mateo Union Community Alliance	$1,500,000

City of Tustin	Centennial Park Rehab Project	$4,800,000
Discovery Cube Los Angeles	Sustainability Park Project	$5,000,000
Discovery Cube Orange County	Santiago Creek Sustainability Park	$10,000,000
Imperial County	Lithium Valley Specific Plan and PEIR	$5,000,000
Land Conservancy of San Luis Obispo County	Camatta Ranch Preservation	$2,500,000
North Orange County Public Safety Task Force	Servicing the Public Safety Collaborative efforts within the cities of Anaheim, Brea, Buena Park, Fullerton, La Habra, Stanton, and Placentia	$8,000,000
Oakland Museum of California	Calli Americas Poster Collection Digitizing and Cataloguing Project	$250,000
Port of Hueneme	eCrane - Electrical Crane Plug-In Infrastructure	$5,000,000
Tri-Valley Cities Coalition	Valley Link Rail Project (Environmental Study and Preliminary Engineering)	$5,000,000
TOTAL FY 2022-23 STATE BUDGET EARMARKS:		**$200,950,000**

FY 2021-22 STATE BUDGET EARMARKS		
Client Name	**Project**	**Amount Awarded**
City of Costa Mesa	Regional Fire and Rescue Facility Improvements	$2,500,000
City of Del Mar	Del Mar Fairgrounds Operating Shortfall	$3,500,000
City of Emeryville	Affordable Housing Site Remediation	$2,500,000
City of Farmersville	Fire Engine Acquisition	$750,000
City of Fremont	Mission Blvd Interchange Modernization Project	$7,200,000
City of Fullerton	Hunt Library Restoration	$2,750,000
	Homelessness Recuperative Center	$4,000,000
City of Half Moon Bay	Carter Park Renovation Project	$4,750,000
City of Hayward	Hayward Navigation Center	$662,000
	South Hayward Youth Family Center Project	$1,000,000
City of Irvine	Bommer Canyon Fire Prevention Efforts	$1,000,000
City of Lafayette	Safe Pathway for Children Trail	$238,000
City of Modesto	Infrastructure Improvements to County Islands	$5,000,000
City of Oakland	Oakland Fund for Public Innovation for the California Entrepreneurship Capital in the Community Initiative	$8,000,000
	Local Jurisdiction Assistance for Cannabis Equity Program	$9,905,020
	Oakland MACRO Project	$10,000,000
	Port of Oakland Freight and Passenger Infrastructure Enhancements	$280,000,000
City of Pismo Beach	Public Safety Communications Equipment	$470,000
City of Reedley	Olson/Kings River Sewer Main Replacement	$2,800,000
City of San Leandro	Memorial Park Rehabilitation Project	$2,750,000
City of San Pablo	Alternative Policing and Mental Health Program	$2,000,000

City of Santa Ana	Youth Facilities Improvements	$4,000,000
City of South San Francisco	Vehicle License Fee Adjustment	$3,000,000
City of Tracy	Multi-Generational Recreation Center	$5,000,000
City of Tustin	New Emergency Backup Generator	$1,500,000
Discovery Science Foundation	Discovery Cube of Orange County Re-Opening Operating Expenses	$2,040,000
	Discovery Cube of Los Angeles Re-opening Operating Expenses	$2,600,000
North Orange County Public Safety Task Force	North Orange County Public Safety and Homelessness Task Force Program Extension	$7,800,000
TOTAL FY 2021-22 STATE BUDGET EARMARKS		**$377,715,020**

FY 2019-20 STATE BUDGET EARMARKS		
Client Name	**Project**	**Amount Awarded**
City of Agoura Hills	Stormwater Treatment Project	$1,000,000
City of Avalon	Underground Fuel Tank Removal and Replacement	$500,000
City of Buena Park	Historical Facilities Renovations	$500,000
City of Costa Mesa	Lions Community Park	$1,000,000
City of Dinuba	Water Well Replacement	$1,000,000
City of Huntington Beach	Multi-Use Blufftop Path	$1,700,000
City of Laguna Beach	Laguna Canyon Road Fuel Modification	$1,000,000
City of Oakland	Public Safety Projects	$4,000,000
	Bus Services	$1,000,000
City of Selma	Storm Drain, Storage, and Recharge	$1,500,000
Discovery Cube of Los Angeles	Natural Resources Pavilion	$5,000,000
Discovery Cube of Orange County	Property Acquisition/Parking Structure	$10,000,0000
East Contra Costa Fire Protection District	Equipment, Vehicles, and Facilities Acquisitions and Improvements	$500,000
North County Transit District	Del Mar Bluffs Stabilization Project	$6,130,000
Tri Valley Cities Coalition	Dublin Sports Grounds All-Abilities Playground	$1,400,000
TOTAL FY 2019-20 STATE BUDGET EARMARKS		**$36,230,000**

CUMULATIVE TOTAL STATE BUDGET EARMARKS FOR FY 2019-20, FY 2021-22, AND FY 2022-23:

$614,895,020

The following tables provide an overview of the appropriations earmarks that TPA secured on

behalf of our clients in the Federal Appropriations legislation for FY 2023 and FY 2022. For each earmark, TPA strategized with our clients to identify priority projects and transform them into appropriations requests. TPA then worked closely and diligently with Members of Congress and the U.S. Senate (and their staff), the appropriations committees, the President's administration, and other key stakeholders to ensure our client projects were included in the final appropriations legislation.

FY 2023 FEDERAL APPROPRIATIONS EARMARKS		
Client	**Project**	**Amount Awarded**
City of Avalon	Pebbly Beach Road	$2,000,000
Affordable Community Living	Veteran Housing Project	$1,000,000
City of Berkeley	Martin Luther King Junior Youth Services Center Renovation	$750,000
City of Del Mar	Shoreline Access Improvement Project	$750,000
Discovery Cube Los Angeles	Community Pavilion and Gardens	$2,000,000
Discovery Cube Orange County	Santiago Creek Festival Grounds Sustainability Park	$2,000,000
City of Dinuba	Well 21	$1,500,000
City of Emeryville	Intergenerational Affordable Housing Project on San Pablo Avenue	$500,000
City of Gardena	Rosecrans Community Center	$1,000,000
Guadalupe Union School District	Early Childhood Education Center	$2,000,000
City of Half Moon Bay	Highway 1/ Frenchman Creek Intersection and Bike/Ped Improvements	$2,000,000
City of Hesperia	Cedar Street	$2,000,000
City of Lafayette	School Street Safe Routes to Schools	$3,100,000
Merced County Association of Governments	YARTS Fleet Replacement Project	$3,680,000
City of Murrieta	Keller Ave Interchange	$2,600,000
North Orange County Public Safety Collaborative	Collaborative Funding	$5,000,000
City of Oakland	Coliseum Place Affordable Housing Project	$750,000
City of Oakland	Procedural Justice/Community Police Trust	$646,000
City of Oakland	Lincoln Center Resilience Hub	$2,000,000
Orange County Housing Finance Trust	Funding to Support Permanent Supportive and Low-Income Housing	$3,000,000
City of Ontario	Active Seniors on the Go	$439,094
City of Pleasanton	PFAS Treatment and Well Rehabilitation Project	$2,000,000

City of Palmdale	Ave. M Grade Separation Project	$2,000,000
City of Palmdale	Ave. M Grade Separation Project	$1,500,000
City of Parlier	Police Station Rehabilitation and Improvements	$875,000
Rancho Santiago Community College District	Workforce Development Pathways Targeting Dislocated and At-Risk Populations	$2,000,000
City of Santa Clara	Fire Station Microgrid Project	$500,000
City of Santa Clara	Anna Drive Neighborhood Flood Protection Project	$3,000,000
City of South El Monte	Merced Avenue Greenway Project	$3,000,000
Sunline Transit Agency	Fueling Infrastructure Expansion	$2,500,000
City of Tulare	Water Delivery System	$500,000
City of Tulare	Emergency Homeless Shelter	$1,500,000
Yorba Linda Water District	Green Crest Lift Station	$300,000
Yosemite Community College District	Modesto Junior College Regional Fire Training Facility Apparatuses and Props	$2,000,000
TOTAL FY 2023 FEDERAL APPROPRIATIONS EARMARKS		**$60,390,094**

FY 2022 FEDERAL APPROPRIATIONS EARMARKS		
Client Name	**Project**	**Amount Awarded**
Amity Foundation	Mother's Hub Residence	$2,838,521
Cities of Anaheim, Brea, Buena Park, Fullerton, Stanton, Placentia	North Orange County Public Safety and Homelessness Task Force	$5,000,000
Cities of Dublin, Livermore, and Pleasanton	AXIS Mental Health Urgent Care	$450,000
City of Agoura Hills	Community Center	$1,000,000
City of Beaumont	Pennsylvania Avenue Widening	$1,500,000
City of Berkeley	African American Holistic Resource Center	$1,000,000
City of Brea	Tracks at Brea Extension	$2,000,000
City of Chino Hills	Open Space Fuel Reduction	$565,000
City of El Monte	MacLaren Community Park Project	$1,500,000
City of Emeryville	Contaminated Remediation for Housing	$2,000,000
City of Hesperia	Maple Avenue Street Improvements	$2,000,000
City of Huntington Beach	Sand Mitigation	$15,500,000
	Mobile Crisis Response Program	$500,000

City of Murrieta	Homeless Outreach Services Funding	$500,000
City of Oakland	Mental Health Resilience Project	$1,230,000
	Mental Health Resilience Project	$734,000
	Broadway - Bus and Pedestrian Safety	$2,000,000
	Violence Prevention Project	$200,000
City of Placentia	Golden Avenue Bridge	$2,200,000
City of San Ramon	Iron Horse Trail Crow Canyon Road Iron Horse Trail Bicycle-Pedestrian Overcrossing	$2,000,000
City of Santa Clara	City of Santa Clara De La Cruz Blvd, Lick Mill Blvd, and Scott Blvd Bicycle Projects	$2,725,000
City of Stanton	Orangewood Parkette	$850,000
Discovery Cube of Orange County	Land Acquisition and Development for Sustainability Festival	$2,000,000
East Contra Costa Fire Protection District	Fire Station	$1,500,000
Guadalupe Union School District	LeRoy Park	$1,700,000
North County Transit District	Hydrogen Fuel Cell Electric Bus Station	$1,717,836
Rancho Santiago Community College District	RSCCD Digital Access Consortium	$2,000,000
Town of Danville	Danville Townwide Traffic Signal Modernization	$1,000,000
	Iron Horse Trail Bridge, Nature Park, and Pedestrian Safety Project	$350,000
Yorba Linda Water District	Heli-Hydrant	$500,000
TOTAL FY 2022 FEDERAL APPROPRIATIONS EARMARKS		**$59,060,357**

TOTAL FEDERAL APPROPRIATIONS EARMARKS FOR FY 2022 and FY 2023:

$119,390,451

RELEVANT SUCCESSFUL GRANT AWARDS

The following chart provides a list of relevant successful grant awards secured by TPA on behalf of our clients. A sample of a completed application that was submitted and awarded can be provided upon the City's request.

City of Fontana RAISE Grant	
Client	City of Fontana
Amount Secured	$15,000,000
Project Description	TPA worked with the City of Fontana to develop, prepare, and execute a strategic plan to support the City's FY22 RAISE grant application. This highly competitive federal grant opportunity administered by the U.S. Department of Transportation formed a key component of the City's Complete Streets Upgrades including street, bike, sidewalk, and trail improvements, bringing numerous benefits and better quality of life for Fontana residents. In addition to tailoring a message, TPA planned advocacy that leveraged the City's strengths during the grant review process. The culmination of this effort was the award of **$15 million** in federal RAISE funds for the City's transportation infrastructure improvements. In the FY22 RAISE cycle, Fontana was one of only eight jurisdictions in the State of California to receive a RAISE grant.
Year of Award	2022
County of Kern Department of Parks and Recreation Statewide Parks Program	
Client	County of Kern
Amount Secured	$6,515,000
Project Description	TPA worked with the County to secure **more than $6.5 million** through the Department of Parks and Recreation's Statewide Parks Program. The funding will support the revitalization of South Kern Lamont Park and will ensure that the communities throughout the County have access to the highest quality of recreational spaces. TPA compiled all necessary application information, as well as drafted and submitted the project on behalf of the County. TPA utilized its extensive parks and recreation experience and network of state agency relationships to ensure the project's full consideration and success.
Year of Award	2022
City of San Leandro Building Forward Library Infrastructure Program	
Client	City of San Leandro
Amount Secured	$4,540,922
Project Description	TPA collaborated with the City of San Leandro to secure **over $4.5 million** for the City's Mulford Marina Branch Library project through the Building Forward Library Infrastructure Program administered by the California State Library. The proceeds from this grant will be used to build a new library facility on the existing site, as well as upgrade several other library buildings throughout the City with much needed climate and seismic retrofits.
Year of Award	2022
CalWater Small Community Drought Relief Program	
Client	California Water Service
Amount Secured	$1,400,000

Project Description	TPA worked on behalf of California Water Service to secure **$1.4 million** through the Small Community Drought Relief Program. The award will enable CalWater to address water supply challenges due to the current drought by improving water supply sources and storage, replacing aging and leaking water infrastructure, and providing backup power sources for water systems.
Year of Award	2022
City of Moreno Valley Caltrans Active Transportation Program	
Client	City of Moreno Valley
Amount Secured	$8,403,000
Project Description	TPA worked with the City of Moreno Valley to secure **more than $8.4 million** in funding through the California Department of Transportation's Active Transportation program for the City's Juan Bautista de Anza Multi-Use Trail project. TPA leveraged our extensive grant experience and expertise to craft a compelling narrative and submit the strongest application possible. Additionally, TPA worked with relevant state transportation officials to ensure the City's priorities were being conveyed and the project received full consideration from the granting agency.
Year of Award	2019

WORK SAMPLES

WRITING SAMPLE:

TOWNSEND
PUBLIC AFFAIRS
EST TPA 1998

Townsend Public Affairs congratulates the City of Fontana on their successful grant award to the Department of Transportation's RAISE 2022 Grant Program. The City received **$15,000,000** in federal funding for a critical Complete Streets infrastructure project that will revitalize and invigorate the City's central transportation corridor.

When the City of Fontana approached Townsend Public Affairs to pursue a grant application to the Department of Transportation's Rebuilding American Infrastructure with Sustainability and Equity program, better known as RAISE, they were up against the odds. While the RAISE program offers incredible transportation infrastructure funding to local governments across America, it is also one of the most competitive. The entire State of California, on average, only sees about half-a-dozen awards each cycle. For four prior application cycles, the City of Fontana was unsuccessful.

Yet the City needed this funding. Year after year, 3,500 students at Etiwanda High School dodged traffic, crossed drainage piping, and walked in the streets on their route to and from school along Cherry Avenue and Victoria Street. Likewise, ambulance delays, bottlenecked access to the Ontario airport, and little to no curbs, sidewalks, or gutters plagued these critical access points to not only the City, but also the broader Inland Empire region.

Mayor Warren sought TPA's assistance for the FY23 round of RAISE grant funding, in the hope that this would be the year the City saw success, with the Bipartisan Infrastructure Law reinvigorating funding for programs like RAISE and redeveloping the historic grant program's selection criteria and priorities.

TPA worked alongside City of Fontana to develop a revised grant application for 2022 RAISE grant application cycle. Alongside numerous community supporters and Representative Norma Torres (D-35th District) and Representative Pete Aguilar (D-31st District), the project was championed across the grant submission and review process.

The "Building a Better Connected Inland Empire" project builds a 0.5-mile multi-use trail and a sidewalk network, rebuilds two primary roadway corridors, and incorporates Complete Street elements in an otherwise undeveloped central area.

On August 10, 2022, Senators Feinstein and Padilla announced that, as one of eight successful RAISE 2022 grant awards in the State of California, as well as one of two RAISE 2022 awards in the State awarded to an individual City government, the Department of Transportation and Secretary Pete Buttigieg selected the City of Fontana's "Building a Better Connected Inland Empire" Project for RAISE grant funding.

Secretary Buttigieg visited the City of Fontana on September 8 to celebrate the grant award, stating "This community ought to take a lot of pride in having been one of the ones that could succeed and compete and win this funding."

This project will transform the transportation landscape of the City -- making streets safer, shortening commute times, creating jobs, expanding options for biking, walking, and bus transit, all while reducing carbon emissions in the area. Townsend Public Affairs is honored to serve as a champion for better communities alongside the City of Fontana.

PROJECT FACT SHEET:

TOWNSEND
PUBLIC AFFAIRS
EST TPA 1998

CalFire Urban Community Forestry (UCF) FY22/23
Urban Forest Management Activities
Grant Checklist (CHECKLIST EXAMPLE)

Applicant: XXX
Program: **XXX**
Grantor: CalFire
Deadline: March 3, 2023 - 3:00 PM PST

1. POINTS OF CONTACT		
City	XXX	
Townsend Public Affairs	Alex Gibbs Phone: (714) 883-6967 E-mail: agibbs@townsendpa.com	Christine Rose Phone: 916-447-4086 E-mail: crose@townsendpa.com
Stakeholders	TBD	
CalFire	Julia Gowin Phone: 916-201-8942 Email: Julia.Gowin@fire.ca.gov	
Web Site	https://www.fire.ca.gov/grants/urban-and-community-forestry-grant-programs/	

2. APPLICATION INFORMATION

Key Dates

- February 14 - CalFire UCF Webinar 1:00PM 2/14 Webinar Registration
- February 15 - CalFire UCF Webinar 6:00PM 2/16 Webinar Registration
- March 3 – Application Submission Deadline 3:00PM

Award Amounts: $150,000 - $3,000,000

Eligible Applicants: Cities, Counties, Special Districts

- Applicants must have an urban forester, certified arborist or other qualified professional on staff or under contract
- Applicants must have a urban forest/tree protection system or plan (city ordinance, general plan element, etc.) in place or create one during the grant performance period
- Projects must include an education and outreach component not to exceed 20% of total project cost

Eligible Projects:

- Tree Inventories and Mapping
- Urban Forest Management Plans
- Urban Forest Maintenance
- Tree Planting and Associated Activities
- Education and Outreach Activities

Project Period: 36 Months (Projects to be completed by March 30, 2026)

Match: 25% Required

Average Award Amount FY21/22: $524,867

Key Evaluation Factors:

- Disadvantaged Communities – Location or Job Training
- Project Benefits – GHG Reduction
- Best Management Practices – Tree Selection
- Project Quality – Partnerships/Community Driven

3. SUBMISSION INFORMATION	PRIORITY ACTION ITEMS
All files must be uploaded and submitted on the eCivis grant portal by 3:00 PM PST on March 3, 2023 https://portal.ecivis.com/#/login	Create eCivis Login and Password that can be shared with TPA staff.

4. PROJECT TIMELINE (ESTIMATED)	
Kick-off Discussion	Thursday, February 9
Touch Base Call 1: Finalize Project Scope	Tuesday, February 14
Complete Draft Letters of Support	Wednesday, February 15
Request Letters of Support from Stakeholders	Thursday, February 16
Touch Base Call 2: Finalize Tree #s and Budget	Tuesday, February 21
80% Application Draft for Review	Wednesday, February 22
Send Forms for City Manager Signature	Wednesday, February 22
100% draft to Client for Review	Tuesday, February 28
Client comments on 100% draft and authorization to submit	Wednesday, March 1
TPA to Submit Online	Wednesday, March 1
Submission Deadline (online)	**March 3, 2023 – 3:00 PM PST**
Anticipated Award Date	Summer 2023

5. REQUIRED FORMS CHECKLIST AND STATUS			
Key	**Item**	**Lead**	**Status Completed**
A	**Proposal Contact Information** Lead at City Signature Authority Service Provider (if different)		
B	**Project Description** Number of Trees Maintenance Education and Outreach Component		
C	**Project Budget** (Template Provided)		
D	**Project Implementation Schedule**		
E	**GHG Reduction Methodology** Must Utilize Formats Provided		
F	**Project Narrative Responses** TPA to Provide Word Document Format		
G	**Payee Data Record Form** (Form Provided) Signature Required		
H	**Nondiscrimination Compliance Statement** (Form Provided)		

5. REQUIRED FORMS CHECKLIST AND STATUS			
Key	**Item**	**Lead**	**Status Completed**
	Signature Required		
I	**Drug-Free Workplace Certification** Signature Required		
J	**Urban Forestry Grant Resolution** Not Required at Time of Submission		

COSTS

ALL-INCLUSIVE RETAINER:

DESCRIPTION OF SERVICES	MONTHLY FEE
Grant Strategy and Writing Services	**$5,000***
• Conduct Detailed Orientation	Included
• Craft Strategic Funding Plan	Included
• Identify, Research, and Monitor Grant Funding Opportunities	Included
• Grant Application Development and Submittal	Included
• Establishment of Clear Accountabilities	Included
• Provide Overview of Full Applications Requirements	Included
• Assemble Project Background and Details	Included
• Coordinate Technical Project Details	Included
• Draft Written Proposal	Included
• Incorporate Feedback to Finalize Proposal	Included
• Submit Completed Application	Included
• Funding Advocacy	Included
• Post-Grant Submittal Advocacy	Included
• Post-Award Grant Administration and Compliance	Included
• Comprehensive Follow-Up on Unsuccessful Applications	Included
**The monthly fee includes all reasonable business and travel expenses*	

The fee for this engagement was developed through the consideration of the scope of work, including the scope of the application narrative and requirements, community outreach, research, and any reporting/compliance that would be needed to complete competitive grant applications.

REFERENCES

1. CITY OF SAN LEANDRO

Contact Name: Eric Engelbart
Contact Title: Deputy City Manager
Address: 835 East 14th Street, San Leandro, CA 94577
Phone Number: 510-577-3389
Email Address: eengelbart@sanleandro.org
Dates of Service: 2013 - Present
Description of Services: TPA provides legislative advocacy and grant writing services to the City.
Specific Grant Awards: Building Forward Library Infrastructure Grant: $4,079,701
Urban Forestry Grant: $1,500,000

2. CITY OF SOUTH SAN FRANCISCO

Contact Name: Sharon Ranals
Contact Title: Interim City Manager
Address: 400 Grant Ave, South San Francisco, CA 94080
Phone Number: 650-877-8502
Email Address: sharon.randals@ssf.net
Dates of Service: 2015 - Present
Description of Services: TPA provides legislative advocacy and grant writing services to the City.
Specific Grant Awards: Land Water Conservation Fund Award: $830,000
CPUC Local Agency Technical Assistance Grant: $266,185
Department of Transportation Highway Safety Improvement Program Grant: $249,800

3. TOWN OF DANVILLE

Contact Name: Cat Bravo
Contact Title: Assistant to the Town Manager
Address: 201 Front Street, Danville, CA 94526
Phone Number: 925-314-3377
Email Address: cbravo@danville.ca.gov
Dates of Service: 2019 - Present
Description of Services: TPA provides legislative advocacy and grant writing services to the Town.
Specific Grant Awards: Department of Transportation Highway Safety Improvement Grant: $240,000
CalRecycle Rubberized Pavement Grant: $200,000

STANDARD AGREEMENT CONFIRMATION

TPA confirms its ability to meet the City's Standard Consulting Agreement and insurance requirements. TPA does NOT require any exceptions to the Agreement and insurance requirements.

CITY OF DUBLIN
FISCAL YEAR 2022-23
BUDGET CHANGE FORM

Budget Change Reference #: _____

City Council's Approval Required

From Un-Appropriated Reserves X Budget Transfer Between Funds _____

From Designated Reserves _____ Other _____

DECREASE BUDGET AMOUNT		INCREASE BUDGET AMOUNT	
Account	**Amount**	**Account**	**Amount**
		EXP: General Fund - City Manager's Office - Contract Services	
		10011100.64001	$60,000

REASON FOR BUDGET CHANGE

Citywide grant strategy and writing services contract with Townsend Public Affairs

As Presented at the City Council Meeting **6/6/2023**

************Finance Use Only************

Posted By: _____ Date: _____

Agenda Item 4.12

STAFF REPORT

CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Purchase of Replacement Chairs, Tables, and Related Equipment for Meeting Rooms at Dublin Civic Center and Dublin Library
Prepared by: Shaun Chilkotowsky, Heritage & Cultural Arts Manager

EXECUTIVE SUMMARY:

The City Council will consider authorizing the purchase of replacement chairs, tables, and related equipment for meeting rooms at the Dublin Civic Center and Dublin Library.

STAFF RECOMMENDATION:

Adopt the **Resolution** Authorizing the Purchase of Replacement Chairs, Tables, and Related Equipment for Meeting Rooms at the Dublin Civic Center and Dublin Library.

FINANCIAL IMPACT:

The funding to purchase replacement tables, chairs, and related equipment, estimated at $120,000, is included in the Fiscal Year 2022-23 General Fund Budget.

DESCRIPTION:

The City replaces tables, chairs, and other furniture when these items reach the end of service life or become unsafe for use. The tables and chairs in public meeting spaces at the Dublin Civic Center and Dublin Library are designated to be replaced and are more than 15 years old. The furniture is used for city meetings, private events, meetings, recreation programs, and other activities.

Staff is recommending procurement of Herman Miller brand furniture. The city has existing Herman Miller brand furniture at The Wave, which has been shown to stand up to heavy use. The replacement furniture is also significantly lighter than the existing furniture, resulting in reduced staff time related to completing room setups. Replacement furniture will be the same at Dublin Civic Center and the Dublin Library, allowing for the use of shared storage racks and carts and the ability to share matching furniture amongst facilities/rooms as needed. The quality of Herman

Miller products and customer service has been well-regarded by Staff. Herman Miller also offers warranties on furniture for 12 years. The total cost of the replacement furniture is estimated at $120,000, which exceeds the City Manager's purchasing authority. The attached Resolution (Attachment 1) authorizes this transaction.

Furthermore, Staff seeks to waive the competitive bidding process for this purchase via Section 2.36.100.B.9 of the City Municipal Code. This section exempts a competitive bidding process "when another public agency has administered a competitive bidding process and has a current valid agreement for the same or substantially similar consultant or professional services, general services, supplies, or equipment." Herman Miller offers its products to local government agencies based on an agreement with the Omnia Partners Cooperating Purchasing Program. The national cooperative contract for furniture by Omnia Partners was competitively bid and is a Master Contract that local government agencies can utilize. This procurement method is commonly and effectively used by public agencies throughout the United States to best meet the needs of participating agencies.

The Omnia Partner Master Contract, which is valid through December 31, 2024, is included as Attachment 2

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

1) Resolution Authorizing the Purchase of Replacement Chairs, Tables, and Related Equipment for meeting rooms at the Dublin Civic Center and Dublin Library
2) Exhibit A to the Resolution – Omnia Partners Government Master Contract

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

AUTHORIZING THE PURCHASE OF REPLACEMENT CHAIRS, TABLES, AND RELATED EQUIPMENT FOR MEETING ROOMS AT DUBLIN CIVIC CENTER AND DUBLIN LIBRARY

WHEREAS, the City requires chairs, tables, and related equipment at public facilities and routinely replaces furniture and related equipment that has reached the end of its useful life; and

WHEREAS, Section 2.36.100(B)(9) of the Dublin Municipal Code allows for exceptions to the typical public bidding process when the City is able to procure items from a competitive bid process administered by another public agency; and

WHEREAS, Herman Miller has a valid pricing agreement (Omnia Partners Master Contract Number 2020000622) attached hereto as **Exhibit A**, which meets this Municipal Code provision for a publicly bid agreement, and the contract is valid through December 31, 2024; and

WHEREAS, the City desires to purchase replacement chairs, tables, and related equipment for meeting rooms at the Dublin Civic Center and Dublin Library from Herman Miller.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin hereby authorizes the City Manager to procure chairs, tables, and related equipment not to exceed $120,000 and subject to available budget appropriations, under a purchasing agreement previously publicly bid and valid through the term of the contract.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

Furniture, Installation, and Related Products and Services
Executive Summary

Lead Agency: City of Charlotte

Solicitation: RFP #269-2019-105

RFP Issued: June 19, 2019

Pre-Proposal Date: PRE-PROPOSAL DATE

Response Due Date: July 30, 2019

Proposals Received: # 14

Awarded to:

The City of Charlotte Department of Procurement issued RFP #296-2019-105 on July 19, 2019 to establish a national cooperative contract for Furniture, Installation, and Related Products and Services.

The solicitation included cooperative purchasing language in Sections 1.1 National Contract and 2.1 Objective:

1.1 National Contract.
The City of Charlotte, as the Principal Procurement Agency, defined in Attachment A, has partnered with OMNIA Partners to make the resultant contract (also known as the "Master Agreement" in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through OMNIA Partners' cooperative purchasing program. The City of Charlotte is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners (a "Participating Public Agency"). Attachment A contains additional information about OMNIA Partners and the cooperative purchasing agreement.

2.1 Objective.
The objective of this RFP is to solicit Proposals that will enable the City and Participating Public Agencies to determine which Company and Proposed Solution will best meet the City and Participating Public Agencies' needs for FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES as requested in this RFP.

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- City of Charlotte website
- OMNIA Partners website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino Sun, CA
- Honolulu Star-Advertiser, HI
- The Advocate – New Orleans, LA
- New Jersey Herald, NJ
- Times Union, NY
- Daily Journal of Commerce, OR

- The State, SC
- South Carolina website/newsletter
- Houston Community Newspapers, Cy Creek Mirror, TX
- Deseret News, UT
- Richmond Times, VA
- Seattle Daily Journal of Commerce, WA
- Helena Independent Record, MT

On July 30th, 2019 proposals were received from the following offerors:

- HON Co.
- A2S
- Exemplis LLC
- Allsteel, Inc.
- Knoll, Inc.
- OFS Brands
- Kimball Office Group
- Indiana Furniture industries, Inc.
- Humanscale Corp
- Krueger International
- National Office Furniture
- Spacesaver Corp
- Herman Miller
- Fomcore
- Workrite Ergonomics
- Trinity Furniture
- Everest Expedition/Worden
- Furniturelab
- Teknion
- DVO-USA
- Source International Corp
- Trendway
- Haworth, Inc.
- Piedmont Office Suppliers

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter into negotiations with Herman Miller, Inc. and proceeding with contract award upon successful completion of negotiations.

The City of Charlotte, OMNIA Partners and Herman Miller Inc. successfully negotiated a contract, and the City of Charlotte executed the agreement with a contract effective date of January 1st, 2020.

Contract includes:

- List pricing which includes freight within the continental United States.
- Two options for installation based on a fixed percentage discount or hourly rate
- Furniture Storage
- Additional incentives

Term:

Initial five-year agreement from January 1st, 2020 through December 31st, 2024 with the option to renew for two (2) additional one-year periods through December 31st, 2026.

Pricing/Discount:

- Discount off manufacturer's list price ranging from 12% to 71.5%.

OMNIA Partners Web Landing Pages:
https://www.omniapartners.com/publicsector/contract/supplier-contracts/herman-miller-inc

STATE OF NORTH CAROLINA
COUNTY OF MECKLENBURG

AGREEMENT TO PROVIDE
FURNITURE, INSTALLATION, AND RELATED PRODUCTS AND SERVICES

THIS PROFESSIONAL SERVICES CONTRACT (the "Contract") is made and entered into as of this 1st day of January 2020 (the "Effective Date"), by and between Herman Miller, Inc., a corporation doing business in North Carolina (the "Company"), and the City of Charlotte, a North Carolina municipal corporation (the "City").

RECITALS

WHEREAS, the City issued a Request For Proposals (RFP # 269-2019-105) for Furniture, Installation, and Related Products and Services dated June 19, 2019. This Request for Proposals together with all attachments and addenda, is referred to herein as the "RFP"; and

WHEREAS, the City desires that the Company provide certain Furniture, Installation, and Related Products and Services ("Products") and ("Services"), and the Company desires to provide such Products/Services; and

WHEREAS, the City and the Company have negotiated and agreed regarding the above-referenced Services and desire to reduce the terms and conditions of their agreement to this written form.

WHEREAS, the City on behalf of itself and any other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, nonprofit entities, and agencies for public benefit that elect to access the Contract (a "Participating Public Agency"), competitively solicited and awarded the Contract to the Company. The City has designated OMNIA Partners as the administrative and marketing conduit for the distribution of the Contract to Participating Public Agencies.

The City is acting as the "Principal Procurement Agent" for the Participating Public Agencies, and shall not be liable or responsible for any costs, damages, liability or other obligations incurred by the Participating Public Agencies. The Company (including its subsidiaries and distributors) shall deal directly with each Participating Public Agency concerning the placement of orders, issuance of purchase orders, contractual disputes, invoicing, payment and all other matters relating or referring to such Participating Public Agency's access to the Contract.

Each Participating Public Agency enters into a Master Intergovernmental Cooperative Purchasing Agreement (MICPA) outlining the terms and conditions that allow access to the Principle Procurement Agencies' Contract. Under the terms of the MICPA, the procurement by the Participating Public Agency shall be construed to be in accordance with, and governed by, the laws of the state in which the Participating Public Agency resides.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and in further consideration of the covenants and representations contained herein, the parties agree as follows:

CONTRACT

1. **EXHIBITS.** The Exhibits below are hereby incorporated into and made a part of this Contract. With the exception of Exhibit D (Federal Contract Terms and Conditions), any conflict between language in an Exhibit or Appendix to this Contract and the main body of this Contract shall be resolved in favor of the main body of this Contract and any inconsistency between the Exhibits will be resolved in the order in which the Exhibits appear below. Notwithstanding anything contained in this Contract or any Exhibit to the contrary, in the event of a conflict between the language of Exhibit D and the main body

of this Contract or any other Exhibit to this Contract, the language of Exhibit D shall prevail. Each reference to Herman Miller, Inc. in the Exhibits and Appendices shall be deemed to mean the Company.

EXHIBIT A: PRICING SHEET

EXHIBIT B: SCOPE OF WORK

EXHIBIT C: PROPOSAL RESPONSE FORMS

EXHIBIT D: FEDERAL CONTRACT TERMS AND CONDITIONS

2. DEFINITIONS. This section may include, but not be limited to, terms defined in Section 2 of the RFP.

3. DESCRIPTION OF PRODUCTS AND SERVICES.

3.1. The Company shall be responsible for providing the Products and Services described in Exhibit B attached to this Contract and incorporated herein by reference. Without limiting the foregoing, the Company will perform the Services and meet the requirements as set forth in Exhibit B. However, the Company shall not be responsible for tasks specifically assigned to the City in this Contract or in Exhibit B.

3.2. The Company shall perform the Services on site at the City's facility in Charlotte, North Carolina, except as mutually agreed upon in writing in specific instances by the City.

4. COMPENSATION.

4.1. TOTAL FEES AND CHARGES.
The City agrees to pay the Company a fixed price (the "Purchase Price") as full and complete consideration for the satisfactory performance of all the requirements of this Contract. This amount constitutes the maximum total fees and charges payable to the Company under this Contract including Expenses and will not be increased except by a written instrument duly executed by both parties, which expressly states that it amends this Section of the Contract.

4.2. NO EXPENSES CHARGEABLE.
The Company shall not be entitled to charge the City for any travel, mileage, meals, materials or other costs or expenses associated with this Contract.

4.3. EMPLOYMENT TAXES AND EMPLOYEE BENEFITS. The Company represents and warrants that the employees provided by the Company to perform the Services are actual employees of the Company, and that the Company shall be responsible for providing all salary and other applicable benefits to each Company employee. The Company further represents, warrants and covenants that it will pay all withholding tax, social security, Medicare, unemployment tax, worker's compensation and other payments and deductions that are required by law for each Company employee. The Company agrees that the Company employees are not employees of the City.

4.4. INVOICES. Each invoice sent by the Company shall detail all Services performed and delivered which are necessary to entitle the Company to the requested payment under the terms of this Contract. All invoices must include an invoice number and the City purchase order number for purchases made under this Contract. Purchase order numbers will be provided by the City. Invoices must be submitted with lines matching those on the City-provided purchase order.

The Company shall email all invoices to cocap@charlottenc.gov.

4.5. DUE DATE OF INVOICES. Payment of invoices shall be due within thirty (30) days after receipt of an accurate, undisputed properly submitted invoice by the City.

4.6. PRE-CONTRACT COSTS. The City shall not be charged for any Products/Services or other work performed by the Company prior to the Effective Date of this Contract.

4.7. AUDIT. During the term of this Contract and for a period of one (1) year after termination of

this Contract, the City shall have the right to audit, either itself or through an independent auditor, all books and records and facilities of the Company necessary to evaluate Company's compliance with the terms and conditions of this Contract or the City's payment obligations. The City shall pay its own expenses, relating to such audits, but shall not have to pay any expenses or additional costs of the Company. However, if non-compliance is found that would have cost the City in excess of $10,000 but for the audit, then the Company shall be required to reimburse the City for the cost of the audit.

5. TIME IS OF THE ESSENCE. The Company shall meet all performance schedules in accordance with the milestones and any delivery date or any other agreed timetable as set forth in this Contract. In the event of delay in the performance of the Agreement, the Parties shall mutually agree on the new timelines for the completion of timetable in accordance with the terms of this Contract.

6. NON-APPROPRIATION OF FUNDS. If the Charlotte City Council does not appropriate the funding needed by the City to make payments under this Contract for any given fiscal year, the City will not be obligated to pay amounts due beyond the end of the last fiscal year for which funds were appropriated. In such event, the City will promptly notify the Company of the non-appropriation and this Contract will be terminated at the end of the fiscal year for which the funds were appropriated. No act or omission by the City, which is attributable to non-appropriation of funds shall constitute a breach of or default under this Contract. City shall pay all costs due to Company for work completed in the fiscal year for which the funds were appropriated.

7. COMPANY PROJECT MANAGER. The duties of the Company Project Manager include, but are not limited to:

7.1. Coordination of Project schedules and the Company's resource assignment based upon the City's requirements and schedule constraints;

7.2. Management of the overall Project by monitoring and reporting on the status of the Project and actual versus projected progress, and by consulting with the City's Project Manager when deviations occur and by documenting all such deviations in accordance with agreed upon change control procedures;

7.3. Provision of consultation and advice to the City on matters related to Project implementation strategies, key decisions and approaches, and Project operational concerns/issues and acting as a conduit to the Company's specialist resources that may be needed to supplement the Company's normal implementation staff;

7.4. Acting as the Company's point of contact for all aspects of contract administration, including invoicing for Products/Services, and status reporting;

7.5. Facilitation of review meetings and conferences between the City and the Company's executives when scheduled or requested by the City;

7.6. Communication among and between the City and the Company's staff;

7.7. Promptly responding to the City Project Manager when consulted in writing or by E-mail with respect to Project deviations and necessary documentation;

7.8. Identifying and providing the City with timely written notice of all issues that may threaten the Company's Products/Services in the manner contemplated by the Contract (with "timely" meaning immediately after the Company becomes aware of them);

7.9. Ensuring that adequate quality assurance procedures are in place throughout the Contract; and

7.10. Meeting with other service providers working on City projects that relate to this effort as necessary to resolve problems and coordinate the Products/Services.

8. **CITY PROJECT MANAGER.** The duties of the City Project Manager are to (i) ensure that the Company delivers all requirements and specifications in the Contract; (ii) coordinate the City's resource assignment as required to fulfill the City's obligations pursuant to the Contract; (iii) promptly respond to the Company Project Manager when consulted in writing or by E-mail with respect to project issues; and (iv) act as the City's point of contact for all aspects of the Products/Services including contract administration and coordination of communication with the City's staff. The City shall be allowed to change staffing for the City Project Manager position on one (1) business day's notice to the Company.

9. **DUTY OF COMPANY TO IDENTIFY AND REQUEST INFORMATION, PERSONNEL AND FACILITIES.** The Company shall identify and request in writing from the City in a timely manner: (i) all information reasonably required by the Company to perform each task comprising the Services, (ii) the City's personnel whose presence or assistance reasonably may be required by the Company to perform each task comprising the Services, and (iii) any other equipment, facility or resource reasonably required by the Company to perform the Services. Notwithstanding the foregoing, the Company shall not be entitled to request that the City provide information, personnel or facilities other than those that Exhibit B specifically requires the City to provide, unless the City can do so at no significant cost. The Company shall not be relieved of any failure to perform under this Contract by virtue of the City's failure to provide any information, personnel, equipment, facilities or resources: (i) that the Company failed to identify and request in writing from the City pursuant to this Section; or (ii) that the City is not required to provide pursuant to this Contract. In the event the City fails to provide any information, personnel, facility or resource that it is required to provide under this Section, the Company shall notify the City in writing immediately in accordance with the notice provision of this Contract. Failure to do so shall constitute a waiver by Company of any claim or defense it may otherwise have based on the City's failure to provide such information, personnel, facility or resource.

10. **COMPANY PERSONNEL REMOVAL, REPLACEMENT, PROMOTION, ETC.**
    10.1. The City will have the right to require the removal and replacement of any personnel of the Company or the Company's subcontractors who are assigned to provide Products/Services to the City based on experience, qualifications, performance, conduct, compatibility, and violation of City policy or any other reasonable grounds. The addition or promotion of any personnel to key positions within the Project must be approved by the City in writing. The Company will replace any personnel that leave the Project, with persons having at least equivalent qualifications who are approved by the City in writing. As used in this Contract, the "personnel" includes all staff provided by the Company or its subcontractors.

11. **BACKGROUND CHECKS.** Prior to starting work under this Contract, the Company is required to conduct a background check on each Company employee assigned to work under this Contract, and shall require its subcontractors (if any) to perform a background check on each of their employees assigned to work under this Contract (collectively, the "Background Checks"). Each Background Check must include: (i) the person's criminal conviction record from the states and counties where the person lives or has lived in the past seven (7) years; and (ii) a reference check.

    After starting work under this Contract, the Company is required to perform a Background Check for each new Company employee assigned to work under this Contract during that year, and shall require its subcontractors (if any) to do the same for each of their employees. If the Company undertakes a new project under this Contract, then prior to commencing performance of the project the Company shall perform a Background Check for each Company employee assigned to work on the project, and shall require its subcontractors (if any) to do the same for each of their employees.

    If a person's duties under this Contract fall within the categories described below, the Background Checks that the Company will be required to perform (and to have its subcontractors perform) shall also include the following additional investigation:

- If the job duties require driving: A motor vehicle records check.
- If the job duties include responsibility for initiating or affecting financial transactions: A credit history check.
- If job duties include entering a private household or interaction with children: A sexual offender registry check.

The Company must follow all State and Federal laws when conducting Background Checks, including but not limited to the Fair Credit Reporting Act requirements, and shall require its subcontractors to do the same.

The Company shall notify the City of any information discovered in the Background Checks that may be of potential concern for any reason.

The City may conduct its own background checks on principals of the Company as the City deems appropriate. By operation of the public records law, background checks conducted by the City are subject to public review upon request.

12. ACCEPTANCE OF TASKS AND DELIVERABLES. Within a reasonable time after a particular Deliverable has been completed (or such specific time as may be set forth in Exhibit B), the Company shall submit a written notice to the City's Project Manager stating the Deliverable(s) that have been met. This notice shall include a signature page for sign-off by the City Project Manager indicating acceptance of such Deliverable(s).

If the City Project Manager is not satisfied that the Deliverable(s) has been met, a notice of rejection (a "Rejection Notice") shall be submitted to the Company by the City Project Manager that specifies the nature and scope of the deficiencies that the City wants corrected. Upon receipt of a Rejection Notice, the Company shall: (i) act diligently and promptly to correct all deficiencies identified in the Rejection Notice, and (ii) immediately upon completing such corrections give the City a written, dated certification that all deficiencies have been corrected (the "Certification"). In the event the Company fails to correct all deficiencies identified in the Rejection Notice and provide a Certification within thirty (30) days after receipt of the Rejection Notice, the City shall be entitled to terminate this Contract for default without further obligation to the Company and without obligation to pay for the defective work.

Upon receipt of the corrected Deliverable(s), or a Certification, whichever is later, the above-described Acceptance procedure shall recommence. The City shall not be obligated to allow the Company to recommence curative action with respect to any deficiency previously identified in a Rejection Notice, or more than once for any given Deliverable (and shall be entitled to terminate this Contract for default if the Company does not meet this time frame).

13. NON-EXCLUSIVITY. The Company acknowledges that it is one of several providers of Furniture, Installation, and Related Products and Services to the City and the City does not represent that it is obligated to contract with the Company for any particular project.

14. EACH PARTY TO BEAR ITS OWN NEGOTIATION COSTS. Each party shall bear its own cost of negotiating this Contract and developing the exhibits. The City shall not be charged for any Products/Services or other work performed by the Company prior to the Effective Date.

15. REPRESENTATIONS AND WARRANTIES OF COMPANY.

15.1. GENERAL WARRANTIES.

15.1.1. The Products/Services shall satisfy all requirements set forth in this Contract, including but not limited to the attached Exhibits;

15.1.2. The Company has taken and will continue to take sufficient precautions to ensure that it will not be prevented from performing all or part of its obligations under this Contract by virtue of interruptions in the computer systems used by the Company;

15.1.3. All Products provided and Services performed by the Company and/or its subcontractors pursuant to this Contract shall meet the highest industry standards and Services shall be performed in a professional and workmanlike manner by staff with the necessary skills, experience and knowledge;

15.1.4. Neither the Products/Services nor any Deliverables provided by the Company under this Contract will infringe or misappropriate any patent, copyright, trademark or trade secret rights of any third party;

15.1.5. The Company and each Company employee provided by the Company to the City shall have the qualifications, skills and experience necessary to provide Products and perform the Services described or referenced in Exhibit B;

15.1.6. All information provided by the Company about each Company employee is accurate; and

15.1.7. Each Company employee is an employee of the Company, and the Company shall make all payments and withholdings required for by law for the Company for such employees.

15.2. ADDITIONAL WARRANTIES. The Company further represents and warrants that:

15.2.1. It is a legal entity and if incorporated, duly incorporated, validly existing and in good standing under the laws of the state of its incorporation or licensing and is qualified to do business in North Carolina;

15.2.2. It has all the requisite corporate power and authority to execute, deliver and perform its obligations under this Contract;

15.2.3. The execution, delivery, and performance of this Contract have been duly authorized by the Company;

15.2.4. No approval, authorization or consent of any governmental or regulatory authority is required to be obtained or made by it in order for it to enter into and perform its obligations under this Contract;

15.2.5. In connection with its obligations under this Contract, it shall comply with all applicable federal, state and local laws and regulations and shall obtain all applicable permits and licenses; and

15.2.6. The performance of this Contract by the Company and each Company employee provided by the Company will not violate any contracts or agreements with third parties or any third party rights (including but not limited to non-compete agreements, non-disclosure agreements, patents, trademarks or intellectual property rights).

16. OTHER OBLIGATIONS OF THE COMPANY.

16.1. WORK ON CITY'S PREMISES. The Company and all its employees will, whenever on the City's premises, obey all instructions and City policies that are provided with respect to providing Products and performing Services on the City's premises.

16.2. RESPECTFUL AND COURTEOUS BEHAVIOR. The Company shall assure that its employees interact with City employees and the public in a courteous, helpful and impartial manner. All employees of the Company in both field and office shall refrain from belligerent behavior and/or profanity. Correction of any such behavior and language shall be the responsibility of the Company.

16.3. REPAIR OR REPLACEMENT OF DAMAGED EQUIPMENT OR FACILITIES. In the event that the Company causes damage to the City's equipment or facilities, the Company shall, at its own expense, promptly repair or replace such damaged items to restore them to the same

level of functionality that they possessed prior to the Company's action.

16.4. REGENERATION OF LOST OR DAMAGED DATA. With respect to any data that the Company or any Company employees have negligently lost or negligently damaged, the Company shall, at its own expense, promptly replace or regenerate such data from the City's machine-readable supporting material, or obtain, at the Company's own expense, a new machine-readable copy of lost or damaged data from the City's data sources.

16.5. NC E-VERIFY REQUIREMENT. The Company shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes, and shall require each of its subcontractors to do so as well.

16.6. NC PROHIBITION ON CONTRACTS WITH COMPANIES THAT INVEST IN IRAN OR BOYCOTT ISRAEL. Company certifies that: (i) it is not identified on the Final Divestment List or any other list of prohibited investments created by the NC State Treasurer pursuant to N.C.G.S. 147-86.58 (collectively, the "Treasurer's IDA List"); (ii) it has not been designated by the NC State Treasurer pursuant to N.C.G.S. 147-86.81 as a company engaged in the boycott of Israel (such designation being referred to as the "Treasurer's IB List"); and (iii) it will not take any action causing it to appear on the Treasurer's IDA List or the Treasurer's IB List during the term of this Contract. In signing this Contract Company further agrees, as an independent obligation, separate and apart from this Contract, to reimburse the City for any and all damages, costs and attorneys' fees incurred by the City in connection with any claim that this Contract or any part thereof is void due to Company appearing on the Treasurer's IDA List or the Treasurer's IB List at any time before or during the term of this Contract.

17. REMEDIES.

17.1. RIGHT TO COVER. If the Company fails to meet any completion date or resolution time set forth in this Contract (including the Exhibits) or the Project Plan, the City may take any of the following actions with or without terminating this Contract, and in addition to and without limiting any other remedies it may have:

a. Employ such means as it may deem advisable and appropriate to perform itself or obtain the Products/Services from a third party until the matter is resolved and the Company is again able to resume performance under this Contract; and

b. Deduct any and all expenses incurred by the City in obtaining or performing the Products/Services from any money then due or to become due the Company and, should the City's cost of obtaining or performing the products/services exceed the amount due the Company, collect the amount due from the Company.

17.2. RIGHT TO WITHHOLD PAYMENT. If the Company breaches any provision of this Contract, the City shall have a right to withhold all payments due to the Company until such breach has been fully cured.

17.3. SPECIFIC PERFORMANCE AND INJUNCTIVE RELIEF. The Company agrees that monetary damages are not an adequate remedy for the Company's failure to provide the Products/Services or Deliverables as required by this Contract, nor could monetary damages be the equivalent of the performance of such obligation. Accordingly, the Company hereby consents to an order granting specific performance of such obligations of the Company in a court of competent jurisdiction within the State of North Carolina. The Company further consents to the City obtaining injunctive relief (including a temporary restraining order) to assure performance in the event the Company breaches this Contract.

17.4. SETOFF. Each party shall be entitled to setoff and deduct from any amounts owed to the other party pursuant to this Contract all damages and expenses incurred or reasonably anticipated as a result of the other party's breach of this Contract.

17.5. OTHER REMEDIES. Upon breach of this Contract, each party may seek all legal and equitable remedies to which it is entitled. The remedies set forth herein shall be deemed cumulative and not exclusive and may be exercised successively or concurrently, in addition to any other available remedy.

18. TERM AND TERMINATION OF CONTRACT.

18.1. TERM. This Contract shall commence on the Effective Date and shall continue in effect for five (5) years with the City having the unilateral right to renew for two (2) consecutive one (1) year terms.

18.2. TERMINATION FOR CONVENIENCE. The City may terminate this Contract at any time without cause by giving thirty (30) days prior written notice to the Company. As soon as practicable after receipt of a written notice of termination without cause, the Company shall submit a statement to the City showing in detail the Products provided and Services performed under this Contract through the date of termination. The foregoing payment obligation is contingent upon: (i) the Company having fully complied with Section 18.8; and (ii) the Company having provided the City with written documentation reasonably adequate to verify the Products received and the number hours of Services rendered through the termination date and the percentage of completion of each task.

18.3. TERMINATION FOR DEFAULT BY EITHER PARTY. By giving written notice to the other party, either party may terminate this Contract upon the occurrence of one or more of the following events:

a. The other party violates or fails to perform any covenant, provision, obligation, term or condition contained in this Contract, provided that, unless otherwise stated in this Contract, such failure or violation shall not be cause for termination if both of the following conditions are satisfied: (i) such default is reasonably susceptible to cure; and (ii) the other party cures such default within thirty (30) days of receipt of written notice of default from the non-defaulting party; or

b. The other party attempts to assign, terminate or cancel this Contract contrary to the terms hereof; or

c. The other party ceases to do business as a going concern, makes an assignment for the benefit of creditors, admits in writing its inability to pay debts as they become due, files a petition in bankruptcy or has an involuntary bankruptcy petition filed against it (except in connection with a reorganization under which the business of such party is continued and performance of all its obligations under the Contract shall continue), or if a receiver, trustee or liquidator is appointed for it or any substantial part of other party's assets or properties.

Any notice of default shall identify this Section of this Contract and shall state the party's intent to terminate this Contract if the default is not cured within the specified period.

Notwithstanding anything contained herein to the contrary, upon termination of this Contract by the Company for default, the Company shall continue to provide the Products and perform the Services required by this Contract for the lesser of: (i) six (6) months after the date the City receives the Company's written termination notice; or (ii) the date on which the City completes its transition to a new service provider.

18.4. ADDITIONAL GROUNDS FOR DEFAULT TERMINATION BY THE CITY. By giving written notice to the Company, the City may also terminate this Contract upon the occurrence of one or more of the following events (which shall each constitute separate grounds for termination without a cure period and without the occurrence of any of the other events of default previously listed):

a. Failure of the Company to complete a particular task by the mutually agreed completion date;

b. The Company makes or allows to be made any material written misrepresentation or provides any materially misleading written information in connection with this Contract, the Company's Proposal, or any covenant, agreement, obligation, term or condition contained in this Contract; or

c. The Company takes or fails to take any action which constitutes grounds for immediate termination under the terms of this Contract, including but not limited to failure to obtain or maintain the insurance policies and endorsements as required by this Contract, or failure to provide the proof of insurance as required by this Contract.

18.5. NO SUSPENSION. In the event that the City disputes in good faith an allegation of default by the Company, notwithstanding anything to the contrary in this Contract, the Company agrees that it will not terminate this Contract or suspend or limit the Services or any warranties or repossess, disable or render unusable any software supplied by the Company, unless (i) the parties agree in writing, or (ii) an order of a court of competent jurisdiction determines otherwise.

18.6. CANCELLATION OF ORDERS AND SUBCONTRACTS. In the event this Contract is terminated by the City for any reason prior to the end of the term, the Company shall, upon termination, immediately discontinue all service in connection with this Contract and promptly cancel all existing orders and subcontracts, which are chargeable to this Contract. As soon as practicable after receipt of notice of termination, the Company shall submit a statement to the City showing in detail the Services performed under this Contract to the date of termination.

18.7. AUTHORITY TO TERMINATE. The following persons are authorized to terminate this Contract on behalf of the City: (i) the City Manager, any Assistant City Manager, or any designee of the City Manager; or (ii) the Department Director of the City Department responsible for administering this Contract.

18.8. OBLIGATIONS UPON EXPIRATION OR TERMINATION. Upon expiration or termination of this Contract, the Company shall promptly return to the City (i) all computer programs, files, documentation, media, related material and any other material and equipment that are owned by the City; (ii) all Deliverables that have been completed or that are in process as of the date of termination; and (iii) a written statement describing in detail all work performed with respect to Deliverables which are in process as of the date of termination. The expiration or termination of this Contract shall not relieve either party of its obligations regarding "Confidential Information," as defined in this Contract.

18.9. NO EFFECT ON TAXES, FEES, CHARGES OR REPORTS. Any termination of this Contract shall not relieve the Company of the obligation to pay any fees, taxes or other charges then due to the City, nor relieve the Company of the obligation to file any daily, monthly, quarterly or annual reports covering the period to termination nor relieve the Company from any claim for damages previously accrued or then accruing against the Company.

18.10. OTHER REMEDIES. The remedies set forth in this Section and Section 19 shall be deemed cumulative and not exclusive, and may be exercised successively or concurrently, in addition to any other remedies available under this Contract or at law or in equity.

19. TRANSITION PRODUCTS/SERVICES UPON TERMINATION. Upon termination or expiration of this Contract, the Company shall cooperate with the City to assist with the orderly transfer of the Products/Services provided by the Company to the City. Prior to termination or expiration of this Contract, the City may require the Company to perform and, if so required, the Company shall perform certain transition services necessary to shift the Products/Services of the Company to another provider or to the City itself as described below (the "Transition Services"). Transition Services may include but

shall not be limited to the following:

- Working with the City to jointly develop a mutually agreed upon Transition Services Plan to facilitate the termination of the Products/Services;
- Notifying all affected service providers and subcontractors of the Company;
- Performing the Transition Services;
- Answering questions regarding the Products/Services on an as-needed basis; and
- Providing such other reasonable services needed to effectuate an orderly transition to a new service provider.

20. CHANGES. In the event changes to the Products/Services (collectively "Changes"), become necessary or desirable to the parties, the parties shall follow the procedures set forth in this Section. A Change shall be effective only when documented by a written, dated agreement executed by both parties that expressly references and is attached to this Contract (a "Change Statement"). The Change Statement shall set forth in detail: (i) the Change requested, including all modifications of the duties of the parties; (ii) the reason for the proposed Change; and (iii) a detailed analysis of the impact of the Change on the results of the Products/Services and time for delivery and completion of the Products/Services, including the impact on all Milestones and delivery dates and any associated price.

In the event either party desires a Change, the Project Manager for such party shall submit to the other party's Project Manager a proposed Change Statement. If the receiving party does not accept the Change Statement in writing within ten (10) days, the receiving party shall be deemed to have rejected the Change Statement. If the parties cannot reach agreement on a proposed Change, the Company shall nevertheless continue to render performance under this Contract in accordance with its (unchanged) terms and conditions.

Changes that involve or increase in the amounts payable by the City may require execution by the City Manager or a designee depending on the amount. Some increases may also require approval by Charlotte City Council.

21. CITY OWNERSHIP OF WORK PRODUCT.

21.1. The parties agree that the City shall have exclusive ownership of all reports, documents, designs, ideas, materials, reports, concepts, plans, creative works, and other work product developed for or provided to the City in connection with this Contract, and all patent rights, copyrights, trade secret rights and other intellectual property rights relating thereto (collectively the "Intellectual Property"). The Company hereby assigns and transfers all rights in the Intellectual Property to the City. The Company further agrees to execute and deliver such assignments and other documents as the City may later require to perfect, maintain and enforce the City's rights as sole owner of the Intellectual Property, including all rights under patent and copyright law. The Company hereby appoints the City as attorney in fact to execute all such assignments and instruments and agree that its appointment of the City as an attorney in fact is coupled with an interest and is irrevocable.

21.2. The City grants the Company a royalty-free, non-exclusive license to use and copy the Intellectual Property to the extent necessary to perform this Contract. The Company shall not be entitled to use the Intellectual Property for other purposes without the City's prior written consent, and shall treat the Intellectual Property as "Confidential Information" pursuant to Section 25 of the Contract.

21.3. The Company will treat as Confidential Information under the Confidentiality and Non-Disclosure Contract all data in connection with the Contract. City data processed by the Company shall remain the exclusive property of the City. The Company will not reproduce, copy, duplicate, disclose, or in any way treat the data supplied by the City in any manner except

that contemplated by the Contract.

22. RELATIONSHIP OF THE PARTIES. The relationship of the parties established by this Contract is solely that of independent contractors, and nothing contained in this Contract shall be construed to (i) give any party the power to direct or control the day-to-day administrative activities of the other; or (ii) constitute such parties as partners, joint venturers, co-owners or otherwise as participants in a joint or common undertaking; or (iii) make either party an agent of the other, or any Company employee an agent or employee of the City, for any purpose whatsoever. Neither party nor its agents or employees is the representative of the other for any purpose, and neither has power or authority to act as agent or employee to represent, to act for, bind, or otherwise create or assume any obligation on behalf of the other.

23. INDEMNIFICATION. To the fullest extent permitted by law, the Company shall indemnify, defend and hold harmless each of the "Indemnitees" (as defined below) from and against any and all "Charges" (as defined below) paid or incurred as a result of any claims, demands, lawsuits, actions, or proceedings: (i) alleging violation, misappropriation or infringement of any copyright, trademark, patent, trade secret or other proprietary rights with respect to the Services or any products or deliverables provided to the City pursuant to this Contract ("Infringement Claims"); (ii) seeking payment for labor or materials purchased or supplied by the Company or its subcontractors in connection with this Contract; (iii) arising from the Company's failure to perform its obligations under this Contract, or from any act of negligence or willful misconduct by the Company or any of its agents, employees or subcontractors relating to this Contract, including but not limited to any liability caused by an accident or other occurrence resulting in bodily injury, death, sickness or disease to any person(s) or damage or destruction to any property, real or personal, tangible or intangible; or (iv) arising from any claim that the Company or an employee or subcontractor of the Company is an employee of the City, including but not limited to claims relating to worker's compensation, failure to withhold taxes and the like. For purposes of this Section: (i) the term "Indemnitees" means the City, any federal agency that funds all or part of this Contract, and each of the City's and such federal agency's officers, officials, employees, agents and independent contractors (excluding the Company); and (ii) the term "Charges" means any and all losses, damages, costs, expenses (including reasonable attorneys' fees), obligations, duties, fines, penalties, royalties, interest charges and other liabilities (including settlement amounts).

If an Infringement Claim occurs, the Company shall either: (i) procure for the City the right to continue using the affected product or service; or (ii) repair or replace the infringing product or service so that it becomes non-infringing, provided that the performance of the overall product(s) and service(s) provided to the City shall not be adversely affected by such replacement or modification. If the Company is unable to comply with the preceding sentence within thirty (30) days after the City is directed to cease use of a product or service, the Company shall promptly refund to the City all amounts paid under this Contract.

This Section 23 shall remain in force despite termination of this Contract (whether by expiration of the term or otherwise).

24. SUBCONTRACTING. Should the Company choose to subcontract, the Company shall be the prime contractor and shall remain fully responsible for performance of all obligations that it is required to perform under the Contract. Any subcontract entered into by Company shall name the City as a third party beneficiary.

25. CONFIDENTIAL INFORMATION.

25.1. CONFIDENTIAL INFORMATION. Confidential Information includes any information, not generally known in the relevant trade or industry, obtained from the City or its vendors or licensors or which falls within any of the following general categories:

25.1.1. *Trade secrets.* For purposes of this Contract, trade secrets consist of *information* of the City or any of its suppliers, contractors or licensors: (a) that derives value from being

secret; and (b) that the owner has taken reasonable steps to keep confidential. Examples of trade secrets include information relating to proprietary software, new technology, new products or services, flow charts or diagrams that show how things work, manuals that tell how things work and business processes and procedures.

25.1.2. *Information of the City or its suppliers, contractors or licensors marked "Confidential" or "Proprietary."*

25.1.3. *Information relating to criminal investigations conducted by the City, and records of criminal intelligence information compiled by the City*.

25.1.4. *Information contained in the City's personnel files, as defined by N.C. Gen. Stat. 160A-168.* This consists of all information gathered and/or maintained by the City about employees, except for that information which is a matter of public record under North Carolina law.

25.1.5. *Citizen or employee social security numbers collected by the City.*

25.1.6. *Computer security information of the City*, including all security features of electronic data processing, or information technology systems, telecommunications networks and electronic security systems. This encompasses but is not limited to passwords and security standards, procedures, processes, configurations, software and codes.

25.1.7. *Local tax records of the City that contains information about a taxpayer's income or receipts.*

25.1.8. *Any attorney / City privileged information disclosed by either party.*

25.1.9. *Any data collected from a person applying for financial or other types of assistance, including but not limited to their income, bank accounts, savings accounts, etc.*

25.1.10. *The name or address of individual homeowners who, based on their income, have received a rehabilitation grant to repair their home.*

25.1.11. *Building plans of city-owned buildings or structures, as well as any detailed security plans.*

25.1.12. *Billing information of customers compiled and maintained in connection with the City providing utility services.*

25.1.13. *Other information that is exempt from disclosure under the North Carolina public records laws.*

Categories stated in Sections 25.1.3 through 25.1.13 above constitute "Highly Restricted Information," as well as Confidential Information. The Company acknowledges that certain Highly Restricted Information is subject to legal restrictions beyond those imposed by this Contract, and agrees that: (i) all provisions in this Contract applicable to Confidential Information shall apply to Highly Restricted Information; and (ii) the Company will also comply with any more restrictive instructions or written policies that may be provided by the City from time to time to protect the confidentiality of Highly Restricted Information.

The parties acknowledge that in addition to information disclosed or revealed after the date of this Contract, the Confidential Information shall include information disclosed or revealed within one (1) year prior to the date of this Contract.

25.2. RESTRICTIONS. The Company shall keep the Confidential Information in the strictest confidence, in the manner set forth below:

25.2.1. It shall not copy, modify, enhance, compile or assemble (or reverse compile or disassemble), or reverse engineer Confidential Information.

25.2.2. It shall not, directly or indirectly, disclose, divulge, reveal, report or transfer Confidential Information of the other to any third party or to any individual employed by the Company, other than an employee, agent, subcontractor or vendor of the City or Company who: (i) has a need to know such Confidential Information, and (ii) has executed a confidentiality agreement incorporating substantially the form of this Section of the Contract and containing all protections set forth herein.

25.2.3. It shall not use any Confidential Information of the City for its own benefit or for the benefit of a third party, except to the extent such use is authorized by this Contract or other written agreements between the parties hereto, or is for the purpose for which such Confidential Information is being disclosed.

25.2.4. It shall not remove any proprietary legends or notices, including copyright notices, appearing on or in the Confidential Information of the other.

25.2.5. The Company shall use its best efforts to enforce the proprietary rights of the City and the City's vendors, licensors and suppliers (including but not limited to seeking injunctive relief where reasonably necessary) against any person who has possession of or discloses Confidential Information in a manner not permitted by this Contract.

25.2.6. In the event that any demand is made in litigation, arbitration or any other proceeding for disclosure of Confidential Information, the Company shall assert this Contract as a ground for refusing the demand and, if necessary, shall seek a protective order or other appropriate relief to prevent or restrict and protect any disclosure of Confidential Information.

25.2.7. All materials which constitute, reveal or derive from Confidential Information shall be kept confidential to the extent disclosure of such materials would reveal Confidential Information, and unless otherwise agreed, all such materials shall be returned to the City or destroyed upon satisfaction of the purpose of the disclosure of such information.

25.3. EXCEPTIONS. The parties agree that the Company shall have no obligation with respect to any Confidential Information which the Company can establish:

25.3.1. Was already known to the Company prior to being disclosed by the disclosing party;

25.3.2. Was or becomes publicly known through no wrongful act of the Company;

25.3.3. Was rightfully obtained by the Company from a third party without similar restriction and without breach hereof;

25.3.4. Was used or disclosed by the Company with the prior written authorization of the City;

25.3.5. Was disclosed pursuant to the requirement or request of a governmental agency, which disclosure cannot be made in confidence, provided that, in such instance, the Company shall first give to the City notice of such requirement or request;

25.3.6. Was disclosed pursuant to the order of a court of competent jurisdiction or a lawfully issued subpoena, provided that the Company shall take use its best efforts to obtain an agreement or protective order providing that, to the greatest possible extent possible, this Contract will be applicable to all disclosures under the court order or subpoena.

25.4. UNINTENTIONAL DISCLOSURE. Notwithstanding anything contained herein in to the contrary, in the event that the Company is unintentionally exposed to any Confidential Information of the City, the Company agrees that it shall not, directly or indirectly, disclose, divulge, reveal, report or transfer such Confidential Information to any person or entity or use such Confidential Information for any purpose whatsoever.

25.5. REMEDIES. The Company acknowledges that the unauthorized disclosure of the Confidential Information of the City will diminish the value of the proprietary interests therein. Accordingly, it is agreed that if the Company breaches its obligations hereunder, the City shall be entitled to equitable relief to protect its interests, including but not limited to injunctive relief, as well as monetary damages.

26. INSURANCE.

26.1. TYPES OF INSURANCE**.** The Company shall obtain and maintain during the life of this Contract, with an insurance company rated not less than "A" by A.M. Best, authorized to do business in the State of North Carolina, acceptable to the Charlotte-Mecklenburg, Risk Management Division the following insurance:

26.1.1. Automobile Liability - Bodily injury and property damage liability covering all owned, non-owned and hired automobiles for limits of not less than $1,000,000 bodily injury each person, each accident and $1,000,000 property damage, or $1,000,000 combined single limit - bodily injury and property damage.

26.1.2. Commercial General Liability - Bodily injury and property damage liability as shall protect the Company and any subcontractor performing Services under this Contract, from claims of bodily injury or property damage which arise from performance of this Contract, whether such operations are performed by the Company, any subcontractor, or anyone directly or indirectly employed by either. The amounts of such insurance shall not be less than $1,000,000 bodily injury each occurrence/aggregate and $1,000,000 property damage each occurrence/aggregate, or $1,000,000 bodily injury and property damage combined single limits each occurrence/aggregate. This insurance shall include coverage for products, operations, personal and advertising injury, and contractual liability, assumed under the indemnity provision of this Contract.

26.1.3. Workers' Compensation and Employers Liability - meeting the statutory requirements of the State of North Carolina, $100,000 per accident limit, $500,000 disease per policy limit, $100,000 disease each employee limit.

The Company shall not provide any Products or commence any Services in connection with this Contract until it has obtained all of the foregoing types of insurance and such insurance has been approved by the City. The Company shall not allow any subcontractor to provide any Products or commence Services on its subcontract until all similar insurance required of the subcontractor has been obtained and approved.

26.2. OTHER INSURANCE REQUIREMENTS.

26.2.1. The City shall be exempt from, and in no way liable for any sums of money, which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Company and/or subcontractor providing such insurance.

26.2.2. The City of Charlotte shall be named as an additional insured for operations or services rendered under the general liability coverage. The Company's insurance shall be primary of any self-funding and/or insurance otherwise carried by the City for all loss or damages arising from the Company's operations under this agreement.

26.2.3. Certificates of such insurance will be furnished to the City and shall contain the provision that the City be given thirty (30) days' written notice of any intent to amend coverage reductions or material changes or terminate by either the insured or the insuring Company.

26.2.4. Should any or all of the required insurance coverage be self-funded/self-insured, a copy of the Certificate of Self-Insurance or other documentation from the North Carolina

Department of Insurance shall be furnished to the City.

26.2.5. If any part of the Products/Services under this Contract is sublet, the subcontractor shall be required to meet all insurance requirements as listed above. However, this will in no way relieve the Company from meeting all insurance requirements or otherwise being responsible for the subcontractor.

27. COMMERCIAL NON-DISCRIMINATION. As a condition of entering into this Contract, the Company represents and warrants that it will fully comply with the City's Commercial Non-Discrimination Policy, as described in Section 2, Article V of the Charlotte City Code, and consents to be bound by the award of any arbitration conducted thereunder. As part of such compliance, the Company shall not discriminate on the basis of race, gender, religion, national origin, ethnicity, age or disability in the solicitation, selection, hiring, or treatment of subcontractors, vendors or suppliers in connection with a City contract or contract solicitation process, nor shall the Company retaliate against any person or entity for reporting instances of such discrimination. The Company shall provide equal opportunity for subcontractors, vendors and suppliers to participate in all of its subcontracting and supply opportunities on City contracts, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that has occurred or is occurring in the marketplace. The Company understands and agrees that a violation of this clause shall be considered a material breach of this Contract and may result in termination of this Contract, disqualification of the Company from participating in City contracts or other sanctions.

As a condition of entering into this Contract, the Company agrees to: (i) promptly provide to the City in a format specified by the City all information and documentation that may be requested by the City from time to time regarding the solicitation, selection, treatment and payment of subcontractors in connection with this Contract; and (ii) if requested, provide to the City within sixty days after the request a truthful and complete list of the names of all subcontractors, vendors, and suppliers that the Company has used on City contracts in the past five years, including the total dollar amount paid by the Company on each subcontract or supply contract. The Company further agrees to fully cooperate in any investigation conducted by the City pursuant to the City’s Non-Discrimination Policy, to provide any documents relevant to such investigation that are requested by the City, and to be bound by the award of any arbitration conducted under such Policy.

The Company agrees to provide to the City from time to time on the City’s request, payment affidavits detailing the amounts paid by the Company to subcontractors and suppliers in connection with this Contract within a certain period of time. Such affidavits shall be in the format specified by the City from time to time.

The Company understands and agrees that violation of this Commercial Non-Discrimination provision shall be considered a material breach of this Contract and may result in contract termination, disqualification of the Company from participating in City contracts and other sanctions.

28. NOTICES. Any notice, consent or other communication required or contemplated by this Contract shall be in writing, and shall be delivered in person, by U.S. mail, by overnight courier, by electronic mail or by telefax to the intended recipient at the address set forth below. Notice shall be effective upon the date of receipt by the intended recipient; provided that any notice which is sent by telefax or electronic mail shall also be simultaneously sent by mail deposited with the U.S. Postal Service or by overnight courier. Each party may change its address for notification purposes by giving the other party written notice of the new address and the date upon which it shall become effective.

Communications that relate to any breach, default, termination, delay in performance, prevention of performance, modification, extension, amendment, or waiver of any provision of this Contract shall be sent to:

For the Company:	For the City:
Zach Ziegler	Kay Elmore
Herman Miller, Inc.	City of Charlotte
855 E. Main	City Procurement
Zeeland, MI 94964	600 East Fourth Street, 9th Floor
	Charlotte, NC 28202
Phone: 616-654-8843	Phone: 704-336-2524
Fax:	Fax: 704-632-8252
E-mail: Preston_Ziegler@hermanmiller.com	E-mail: kelmore@charlottenc.gov

With Copy To:	With Copy To:
Greg Cass	Adam Jones
Herman Miller, Inc.	City of Charlotte
855 E. Main	City Attorney's Office
Zeeland, MI 94964	600 East Fourth Street, 15th Floor
	Charlotte, NC 28202
Phone: 201-341-1005	Phone: 704-336-3012
E-mail: greg_cass@hermanmiller.com	E-mail: amjones@charlottenc.gov

All other notices shall be sent to the other party's Project Manager at the most recent address provided in writing by the other party.

29. MISCELLANEOUS.

29.1. ENTIRE AGREEMENT. This Contract is the entire agreement between the parties with respect to its subject matter, and there are no other representations, understandings, or agreements between the parties with respect to such subject matter. This Contract supersedes all prior agreements, negotiations, representations and proposals, written or oral.

29.2. AMENDMENT. No amendment or change to this Contract shall be valid unless in writing and signed by both parties to this Contract.

29.3. GOVERNING LAW AND JURISDICTION. The parties acknowledge that this Contract is made and entered into in Charlotte, North Carolina, and will be performed in Charlotte, North Carolina. The parties further acknowledge and agree that North Carolina law shall govern all the rights, obligations, duties and liabilities of the parties under this Contract, and that North Carolina law shall govern interpretation and enforcement of this Contract and any other matters relating to this Contract (all without regard to North Carolina conflicts of law principles). The parties further agree that any and all legal actions or proceedings relating to this Contract shall be brought in a state or federal court sitting in Mecklenburg County, North Carolina. By the execution of this Contract, the parties submit to the jurisdiction of said courts and hereby irrevocably waive any and all objections, which they may have with respect to venue in any court sitting in Mecklenburg County, North Carolina.

29.4. BINDING NATURE AND ASSIGNMENT. This Contract shall bind the parties and their successors and permitted assigns. Neither party may assign any of the rights and obligations thereunder without the prior written consent of the other. Any assignment attempted without the written consent of the other party shall be void.

29.5. CITY NOT LIABLE FOR DELAYS. It is agreed that the City shall not be liable to the Company, its agents or representatives or any subcontractor for or on account of any stoppages or delay in the performance of any obligations of the City or any other party hereunder caused by injunction or other legal or equitable proceedings or on account of any other delay for any

cause beyond the City's reasonable control. The City shall not be liable under any circumstances for lost profits or any other consequential, special or indirect damages.

29.6. FORCE MAJEURE.

29.6.1. The Company shall be not liable for any failure or delay in the performance of its obligations pursuant to this Contract (and such failure or delay shall not be deemed a default of this Contract or grounds for termination hereunder if all of the following conditions are satisfied: (i) if such failure or delay: (a) could not have been prevented by reasonable precaution, and (b) cannot reasonably be circumvented by the non-performing party through the use of alternate sources, work-around plans, or other means; and (ii) if and to the extent such failure or delay is caused, directly or indirectly, by fire, flood, earthquake, hurricane, elements of nature or acts of God, acts of war, terrorism, riots, civil disorders, rebellions or revolutions, or court order.

29.6.2. Upon the occurrence of an event which satisfies all of the conditions set forth above (a "Force Majeure Event") the Company shall be excused from any further performance of those of its obligations pursuant to this Contract affected by the Force Majeure Event for as long as (i) such Force Majeure Event continues; and (ii) the Company continues to use commercially reasonable efforts to recommence performance whenever and to whatever extent possible without delay.

29.6.3. Upon the occurrence of a Force Majeure Event, the Company shall immediately notify the City by telephone (to be confirmed by written notice within two (2) days of the inception of the failure or delay) of the occurrence of a Force Majeure Event and shall describe in reasonable detail the nature of the Force Majeure Event. If any Force Majeure Event prevents the Company from performing its obligations for more than five (5) days, the City may terminate this Contract.

29.6.4. Strikes, slow-downs, walkouts, lockouts, and individual disputes are not excused under this provision.

29.7. SEVERABILITY. The invalidity of one or more of the phrases, sentences, clauses or sections contained in this Contract shall not affect the validity of the remaining portion of the Contract so long as the material purposes of the Contract can be determined and effectuated. If any provision of this Contract is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that such provision is unenforceable, and this Contract shall be deemed amended by modifying such provision to the extent necessary to make it enforceable while preserving its intent.

29.8. NO PUBLICITY. No advertising, sales promotion or other materials of the Company or its agents or representations may identify or reference this Contract or the City in any manner absent the written consent of the City.

29.9. APPROVALS. All approvals or consents required under this Contract must be in writing.

29.10. WAIVER. No delay or omission by either party to exercise any right or power it has under this Contract shall impair or be construed as a waiver of such right or power. A waiver by either party of any covenant or breach of this Contract shall not be constitute or operate as a waiver of any succeeding breach of that covenant or of any other covenant. No waiver of any provision of this Contract shall be effective unless in writing and signed by the party waiving the rights.

29.11. SURVIVAL OF PROVISIONS. The following sections of this Contract shall survive the termination hereof:

Section 4.3 "Employment Taxes and Employee Benefits"
Section 15 "Representations and Warranties of Company"
Section 18 "Term and Termination of Contract"

Section 21 "City Ownership of Work Product"
Section 23 "Indemnification"
Section 25 "Confidential Information"
Section 26 "Insurance"
Section 28 "Notices and Principal Contacts"
Section 29 "Miscellaneous"

29.12. CHANGE IN CONTROL. In the event of a change in "Control" of the Company (as defined below), the City shall have the option of terminating this Contract by written notice to the Company. The Company shall notify the City within ten (10) days of the occurrence of a change in control. As used in this Contract, the term "Control" shall mean the possession, direct or indirect, of either (i) the ownership of or ability to direct the voting of, as the case may be fifty-one percent (51%) or more of the equity interests, value or voting power in the Company or (ii) the power to direct or cause the direction of the management and policies of the Company whether through the ownership of voting securities, by contract or otherwise.

29.13. DRAFTER'S PROTECTION. Each of the Parties has agreed to the use of the particular language of the provisions of this Contract and any questions of doubtful interpretation shall not be resolved by any rule or interpretation against the drafters, but rather in accordance with the fair meaning thereof, having due regard to the benefits and rights intended to be conferred upon the Parties hereto and the limitations and restrictions upon such rights and benefits intended to be provided.

29.14. FAMILIARITY AND COMPLIANCE WITH LAWS AND ORDINANCES. The Company agrees to make itself aware of and comply with all local, state and federal ordinances, statutes, laws, rules and regulations applicable to the Services. The Company further agrees that it will at all times during the term of this Contract be in compliance with all applicable federal, state and/or local laws regarding employment practices. Such laws will include, but shall not be limited to, workers' compensation, the Fair Labor Standards Act (FLSA), the Americans with Disabilities Act (ADA), the Family and Medical Leave Act (FMLA) and all OSHA regulations applicable to the Services.

29.15. CONFLICT OF INTEREST. The Company covenants that its officers, employees and shareholders have no interest and shall not acquire any interest, direct or indirect that would conflict in any manner or degree with the performance of Services required to be performed under the Contract.

29.16. NO BRIBERY. The Company certifies that neither it, any of its affiliates or subcontractors, nor any employees of any of the foregoing has bribed or attempted to bribe an officer or employee of the City in connection with the Contract.

29.17. HARASSMENT. The Company agrees to make itself aware of and comply with the City's Harassment Policy. The City will not tolerate or condone acts of harassment based upon race, sex, religion, national origin, color, age, or disability. Violators of this policy will be subject to termination.

29.18. TRAVEL UPGRADES. The City has no obligation to reimburse the Company for any travel or other expenses incurred in connection with this Contract.

29.19. TAXES. Except as specifically stated elsewhere in this Contract, the Company shall collect all applicable federal, state and local taxes which may be chargeable against the performance of the Services, and remit such taxes to the relevant taxing authority. The Company consents to and authorizes the City to collect any and all delinquent taxes and related interest, fines, or penalties of the Company by reducing any payment, whether monthly, quarterly, semi-annually, annually, or otherwise, made by the City to the Company pursuant to this Contract for an amount equal to any and all taxes and related interest, fines, or penalties owed by the

Company to the City. The Company hereby waives any requirements for notice under North Carolina law for each and every instance that the City collects delinquent taxes pursuant to this paragraph. This paragraph shall not be construed to prevent the Company from filing an appeal of the assessment of the delinquent tax if such appeal is within the time prescribed by law.

29.20. COUNTERPARTS. This Contract may be executed in any number of counterparts, all of which taken together shall constitute one single agreement between the parties.

29.21. PRE-AUDIT. No pre-audit certificate is required under N.C. Gen. Stat. 159-28(a) because this Contract is for an indefinite quantity with no minimum purchase requirement. Notwithstanding anything contained herein to the contrary, this Contract does not require the City to purchase a single product or service, and a decision by the City to not make any purchase hereunder will violate neither this Contract nor any implied duty of good faith and fair dealing. The City has no financial obligation under this Contract absent the City's execution of a valid and binding purchase order or contract addendum containing a pre-audit certificate."

[Signature Page Follows]

IN WITNESS WHEREOF, and in acknowledgement that the parties hereto have read and understood each and every provision hereof, the parties have caused this Contract to be executed as of the date first written above.

HERMAN MILLER, INC

BY: _____
(signature)

PRINT NAME: Jay Lanenga

TITLE: Director of Contracts

DATE: 12/10/19

CITY OF CHARLOTTE:
CITY MANAGER'S OFFICE

BY: _____
(signature)

PRINT NAME: Angela C. Lee

TITLE: Asst. City Manager

DATE: 1/16/20

EXHIBIT A – PRICING SHEET

1. FURNITURE CATEGORIES AND OTHER RELATED PRODUCTS

FIXED PERCENTAGE (%) DISCOUNT OFF THE MANUFACTURER'S LIST PRICE			TIERS ARE BASED ON LIST PRODUCT VALUE OF EACH OTHER				
			$1 - $100,000		$100,001 - $400,000		$400,001 and Above
CATEGORY	PRODUCT NAME AND CODE USED TO LOCATE LIST PRICE CATALOG	CATALOG DATE	DROP SHIP	INSIDE DELIVERY	DROP SHIP	INSIDE DELIVERY	ALL SERVICE OPTIONS
Systems Furniture	Action Office® 1 & AO2 Panels (B)	September 3, 2019	70.50%	68.50%	71.50%	69.50%	Negotiable
Systems Furniture	Action Office® 2 Components (J)	September 3, 2019	70.50%	68.50%	71.50%	69.50%	Negotiable
Systems Furniture	Canvas Channel (FZ)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Systems Furniture	Canvas Dock (FD)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Systems Furniture	Canvas Office Landscape® Group-Based (FR)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Systems Furniture	Canvas Office Landscape® Private Office (FV)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Systems Furniture	Canvas Office Landscape® Wall-Based (FT)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Systems Furniture	Canvas Vista (FX)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Systems Furniture	Ethospace® (U)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Systems Furniture	Formwork™ (CY)	September 3, 2019	40.00%	38.00%	42.00%	40.00%	Negotiable
Systems Furniture	Intent Solution (CF)	September 3, 2019	53.00%	51.00%	55.00%	53.00%	Negotiable
Systems Furniture	Layout Studio® (LS)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
Systems Furniture	Prospect (CB)	September 3, 2019	53.20%	51.20%	54.50%	52.50%	Negotiable
Systems Furniture	Public Office Landscape™ (BV)	September 3, 2019	54.00%	52.00%	56.00%	54.00%	Negotiable
Sytems Furniture - Ancillary	Accessories (8)	September 3, 2019	70.50%	68.50%	71.50%	69.50%	Negotiable
Sytems Furniture - Ancillary	C-Style Overhead Storage (CS)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Sytems Furniture - Ancillary	Energy Distribution System (C)	September 3, 2019	70.50%	68.50%	71.50%	69.50%	Negotiable
Sytems Furniture - Ancillary	Generic (R)	September 3, 2019	64.00%	64.00%	66.00%	66.00%	Negotiable
Sytems Furniture - Ancillary	Innovative Products (IP)	September 3, 2019	46.00%	44.00%	48.00%	46.00%	Negotiable
Sytems Furniture - Ancillary	Keys & Locks (KA)	September 3, 2019	64.00%	64.00%	66.00%	66.00%	Negotiable
Sytems Furniture - Ancillary	Lighting (A)	September 3, 2019	70.50%	68.50%	71.50%	69.50%	Negotiable
Sytems Furniture - Ancillary	Textiles (K)	September 3, 2019	64.00%	64.00%	66.00%	66.00%	Negotiable
Sytems Furniture - Ancillary	Thrive® CBS Portfolio (Z2)	September 3, 2019	54.00%	52.00%	56.00%	54.00%	Negotiable
Sytems Furniture - Ancillary	Thrive® Ergonomic Portfolio (ZZ)	September 3, 2019	54.00%	52.00%	56.00%	54.00%	Negotiable
Sytems Furniture - Ancillary	Thrive® Global (Z3)	September 3, 2019	54.00%	52.00%	56.00%	54.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
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Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable

1. FURNITURE CATEGORIES AND OTHER RELATED PRODUCTS							
FIXED PERCENTAGE (%) DISCOUNT OFF THE MANUFACTURER'S LIST PRICE			TIERS ARE BASED ON LIST PRODUCT VALUE OF EACH OTHER				
			$1 - $100,000		$100,001 - $400,000		$400,001 and Above
CATEGORY	PRODUCT NAME AND CODE USED TO LOCATE LIST PRICE CATALOG	CATALOG DATE	DROP SHIP	INSIDE DELIVERY	DROP SHIP	INSIDE DELIVERY	ALL SERVICE OPTIONS
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Freestanding Furniture	AGL Table Group™ (DF)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Seating / Chairs	Aeron® Chairs (EC)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
Seating / Chairs	Aside® Seating (PD)	September 3, 2019	53.00%	51.00%	55.00%	53.00%	Negotiable
Seating / Chairs	Caper® Chair (WC)	September 3, 2019	53.00%	51.00%	55.00%	53.00%	Negotiable
Seating / Chairs	Celle® Chair (TR)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
Seating / Chairs	Chadwick™ Modular Seating (V)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Seating / Chairs	Classical Seating (E)	September 3, 2019	46.00%	44.00%	48.00%	46.00%	Negotiable
Seating / Chairs	Collection (ER)	September 3, 2019	46.00%	44.00%	48.00%	46.00%	Negotiable
Seating / Chairs	Cosm (FC)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
Seating / Chairs	Eames® Aluminum Group (H)	September 3, 2019	46.00%	44.00%	48.00%	46.00%	Negotiable
Seating / Chairs	Eames® Molded Plastic and Wire Chairs (VT)	September 3, 2019	40.00%	38.00%	42.00%	40.00%	Negotiable
Seating / Chairs	Eames® Tandem Seating (L)	September 3, 2019	46.00%	44.00%	48.00%	46.00%	Negotiable
Seating / Chairs	Embody® (CN)	September 3, 2019	49.00%	47.00%	51.00%	49.00%	Negotiable
Seating / Chairs	Goetz™ Sofa (GS)	September 3, 2019	40.00%	38.00%	42.00%	40.00%	Negotiable
Seating / Chairs	Keyn (TV)	September 3, 2019	49.00%	47.00%	51.00%	49.00%	Negotiable
Seating / Chairs	Limerick® Seating (PO)	September 3, 2019	53.00%	51.00%	55.00%	53.00%	Negotiable
Seating / Chairs	Lino (MI)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
Seating / Chairs	Mirra2 Seating (LF)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
Seating / Chairs	Plex (XX)	September 3, 2019	46.00%	44.00%	48.00%	46.00%	Negotiable
Seating / Chairs	SAYL® (AV)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
Seating / Chairs	Setu® (RY)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
Seating / Chairs	Stools (SO)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Seating / Chairs	Verus (PI)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
Seating / Chairs	Geiger Foray (NG)	September 3, 2019	51.00%	49.00%	52.00%	50.00%	Negotiable
Seating / Chairs	Geiger Guest Seating (H5)	September 3, 2019	51.00%	49.00%	52.00%	50.00%	Negotiable
Seating / Chairs	Geiger Sotto™ (H6)	September 3, 2019	51.00%	49.00%	52.00%	50.00%	Negotiable
Seating / Chairs	Geiger Stackable™ (H7)	September 3, 2019	51.00%	49.00%	52.00%	50.00%	Negotiable
Seating / Chairs	Geiger Stools (H2)	September 3, 2019	51.00%	49.00%	52.00%	50.00%	Negotiable
Seating / Chairs	Geiger Taper (FG)	September 3, 2019	51.00%	49.00%	52.00%	50.00%	Negotiable
Seating / Chairs	Leeway (LA)	September 3, 2019	51.00%	49.00%	51.00%	49.00%	Negotiable

1. FURNITURE CATEGORIES AND OTHER RELATED PRODUCTS

FIXED PERCENTAGE (%) DISCOUNT OFF THE MANUFACTURER'S LIST PRICE			TIERS ARE BASED ON LIST PRODUCT VALUE OF EACH OTHER				
			$1 - $100,000		$100,001 - $400,000		$400,001 and Above
CATEGORY	PRODUCT NAME AND CODE USED TO LOCATE LIST PRICE CATALOG	CATALOG DATE	DROP SHIP	INSIDE DELIVERY	DROP SHIP	INSIDE DELIVERY	ALL SERVICE OPTIONS
Soft Seating	HAY HM (2C)	September 3, 2019	46.00%	44.00%	48.00%	46.00%	Negotiable
Soft Seating	naughtone (NO)	September 3, 2019	46.00%	44.00%	46.00%	44.00%	Negotiable
Soft Seating	Nemschoff	January 7, 2019	48.00%	47.00%	48.00%	47.00%	Negotiable
Soft Seating	Swoop™ (OA)	September 3, 2019	46.00%	44.00%	48.00%	46.00%	Negotiable
Soft Seating	Geiger Lounge Seating (H8)	September 3, 2019	51.00%	49.00%	52.00%	50.00%	Negotiable
Soft Seating	Geiger Reframe (HJ)	September 3, 2019	51.00%	49.00%	52.00%	50.00%	Negotiable
Soft Seating	Geiger Ward Bennett™ Seating (HU)	September 3, 2019	43.00%	41.00%	45.00%	43.00%	Negotiable
Soft Seating	ColourForm Sofa Group (CU)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Soft Seating	Objects (AB)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Soft Seating	Striad (SD)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Filing Systems, Storage & Equipment	Canvas Office Landscape® Metal Filing & Storage (FM)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Filing Systems, Storage & Equipment	Canvas Office Landscape® Wood Filing & Storage (FF)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Filing Systems, Storage & Equipment	Meridian® Laterals (MF)	September 3, 2019	54.00%	52.00%	56.00%	54.00%	Negotiable
Filing Systems, Storage & Equipment	Meridian® Pedestals (MP)	September 3, 2019	54.00%	52.00%	56.00%	54.00%	Negotiable
Filing Systems, Storage & Equipment	Meridian® Storage Cases/Book Cases (MS)	September 3, 2019	52.00%	50.00%	54.00%	52.00%	Negotiable
Filing Systems, Storage & Equipment	Meridian® Towers (MG)	September 3, 2019	52.00%	50.00%	54.00%	52.00%	Negotiable
Filing Systems, Storage & Equipment	Meridian® Verticals (MV)	September 3, 2019	54.00%	52.00%	56.00%	54.00%	Negotiable
Filing Systems, Storage & Equipment	Nelson™ Cabinets (NC)	September 3, 2019	37.00%	35.00%	39.00%	37.00%	Negotiable
Filing Systems, Storage & Equipment	Quadrant B-Front Lateral Files (2)	September 3, 2019	52.00%	50.00%	54.00%	52.00%	Negotiable
Filing Systems, Storage & Equipment	Quadrant B-Front Pedestals (BP)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Filing Systems, Storage & Equipment	Quadrant F-Front Lateral Files (2A)	September 3, 2019	52.00%	50.00%	54.00%	52.00%	Negotiable
Filing Systems, Storage & Equipment	Quadrant F-Front Pedestals (BQ)	September 3, 2019	69.00%	67.00%	71.00%	69.00%	Negotiable
Filing Systems, Storage & Equipment	Tu® Laterals (UL)	September 3, 2019	66.80%	64.80%	68.20%	66.20%	Negotiable
Filing Systems, Storage & Equipment	Tu® Pedestals (UP)	September 3, 2019	66.80%	64.80%	68.20%	66.20%	Negotiable
Filing Systems, Storage & Equipment	Tu® Storage (US)	September 3, 2019	66.80%	64.80%	68.20%	66.20%	Negotiable
Filing Systems, Storage & Equipment	Tu® Towers (UT)	September 3, 2019	66.80%	64.80%	68.20%	66.20%	Negotiable
Filing Systems, Storage & Equipment	Tu® Wood Cases (UW)	September 3, 2019	66.80%	64.80%	68.20%	66.20%	Negotiable
Filing Systems, Storage & Equipment	Tu® Wood Credenzas (UJ)	September 3, 2019	66.80%	64.80%	68.20%	66.20%	Negotiable
Filing Systems, Storage & Equipment	Tu® Wood Cubbies (UH)	September 3, 2019	66.80%	64.80%	68.20%	66.20%	Negotiable
Filing Systems, Storage & Equipment	Tu® Wood Peds (UF)	September 3, 2019	66.80%	64.80%	68.20%	66.20%	Negotiable
Filing Systems, Storage & Equipment	Tu® Wood Towers (UI)	September 3, 2019	66.80%	64.80%	68.20%	66.20%	Negotiable
OTHER RELATED PRODUCTS	PRODUCT NAME AND CODE USED TO LOCATE LIST PRICE CATALOG	CATALOG DATE	DROP SHIP	INSIDE DELIVERY	DROP SHIP	INSIDE DELIVERY	ALL SERVICE OPTIONS
S	Co/Struc® (S)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
TW	Compass™ System (TW)	September 3, 2019	54.00%	52.00%	55.00%	53.00%	Negotiable
D	Herman Miller for Healthcare Action Lab (D)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
SA	Herman Miller for Healthcare Carts (SA)	September 3, 2019	12.00%	10.00%	12.00%	10.00%	Negotiable
CH	Mora (CH)	September 3, 2019	51.00%	49.00%	53.00%	51.00%	Negotiable
OS	Living Office Hardware (OS) - does not include software/subscriptions	September 3, 2019	50.00%	50.00%	50.00%	50.00%	Negotiable
MN	Overlay (MN)	September 3, 2019	54.00%	52.00%	56.00%	54.00%	Negotiable
CW	Magis® Alliance (CW)	September 3, 2019	40.00%	38.00%	42.00%	40.00%	Negotiable
CX	Mattiazzi Alliance (CX)	September 3, 2019	40.00%	38.00%	42.00%	40.00%	Negotiable

List prices include freight within the 48 contiguous United States. Shipments outside of the contiguous United States are shipped freight prepaid to point of embarkation with freight costs beyond that point shipped collect.
Purchase order and payment are issued directly to the local authorized Herman Miller dealer.
Payment Terms are Net 30 or as negotiated with the local authorized Herman Miller dealer.
Deposit requirements and progress payments to be negotiated with the local authorized Herman Miller dealer.
Returns & cancellations are allowed only with HMI/dealer approval under HMI's change/cancellation policy.

Note:

1. **Drop Ship,** price includes product delivery to the site, the purchaser is responsible for unloading.
2. **Inside Delivery,** price includes All deliveries shall be delivered to the site, unloaded and moved
3. **Basic Installation,** price includes inside delivery, uncrating, assembly, installation, removal of all debris from premises, installation documents and the bill of materials per the purchaser's approved plan
4. **Expanded Service Installation** price to include basic installation; field measurements surveyed, documented and coordinated; electrical and telecommunication/data in-feed locations are surveyed, documented and coordinated; attend required coordination meetings with purchaser and other contractors; and creation and implementation of punch list by project manager.

Installation & Delivery Services:

The service option product discounts include "standard" services only, subject to the conditions listed below. The discounts are "not to exceed" percentages that may be lower as quoted by the servicing dealer dependent on the specific project conditions. Additional charges and services shall be negotiated in advance of the service being performed.

- Installation will be performed during normal weekday working hours.
- Adequate facilities for delivery, unloading, moving and staging/storing the product during the installation process shall be provided.
- Service work will shall not be hindered by other trades.
- Electric, heat, and adequate elevator service will be furnished without charge.
- The immediate installation area shall be complete and free of debris including the carpet/flooring before installation commences.
- Any work requiring a licensed electrician is the responsibility of the buyer.

Additional Charges May Apply For:

1) Orders of an aggregate quantity of 1 - 10 chairs, desks, files, peds - NTE $300 fee per delivery.
2) Major Metro Markets and any non-ground floor installation: NTE 1% - 3.5% of list product value
   - *Major Metro Markets include large population centers and urban environments.*
3) Installation in a clinical/medical environment: NTE 1% - 3.5% of list product value
4) Special restrictions or limits established by local laws, ordinances or the directions of the buyer, including but not limited to restrictions on transportations of materials, street access to the job site and/or dock facilities: NTE 1% - 3.5% of list product value
5) Installations outside of a 50 mile radius of the servicing dealer: NTE 1% - 2% of list product value.
6) Local Prevailing Wage and/or Union Labor Rates
7) Mora, Compass, CoStruc casework systems installation to be quoted and approved by the buyer prior to performance of the work.
8) Living office installation, software, licenses, and subscriptions will be quoted and approved by the buyer prior to performance of work.

Any additional charges shall be quoted by the dealer and approved by the buyer prior to performance of the work.
NTE = Not To Exceed

2. OPTION #1 - FIXED PERCENTAGE (%) DISCOUNT ON INSTALLATION SERVICES:	
Basic Installation - Normal Hours	3% of List for seating products; 5% of List for all other products (Clinical Casework quoted)
Basic Installation - After Hours	See rates in option 2 below
Expanded Installation - Normal Hours	5% of List for seating products; 7% of List for all other products (Clinical Casework quoted)
Expanded Installation - After Hours	See rates in option 2 below
OPTION #2 - FIXED HOURLY RATE RANGE FOR INSTALLATION AND OTHER ADDITIONAL SERVICES AND SOLUTIONS:	
Basic Installation - Normal Hours	See fixed % of Discount In Option 1 above
Basic Installation - After Hours	$52.50 - $86.75
Expanded Installation - Normal Hours	See fixed % of Discount In Option 1 above
Expanded Installation - After Hours	$52.50 - $86.75
Design	$55.00 - $78.75
Project Management	$55.00 - $89.25
Asset Management	$55.00 - $89.25
Installation/Reconfiguration of existing product	$40.00 - $65.00
Strategic Planning Services	$100 - $157.50
Occupancy Planning/CAD Drafter	$60.00 - $89.25
Build-Out Project Mgt. Services	$90.00 - $115.50
FFE Mgt. Services	$90.00 - $115.50
Performance Environments	To be Quoted
RePurpose Program	To be Quoted - Herman Miller will work with the customer to determine the best product disposition via our repurpose program

3. FIXED STORAGE RANGE RATE / FT² :	$1.50/sq.ft - $1.85/sq.ft

4. INCENTIVES:	
DESCRIPTION	**AMOUNT OR PERCENTAGE**
Customized Pricing for Sole Source Agreements / Committed Volume	To Be Negotiated With Buyer
Product Standardization Agreements	To Be Negotiated With Buyer
Custom pricing agreements with Buyer	To Be Negotiated With Buyer
Custom Incentives/Rebate agreements with Buyer	To Be Negotiated With Buyer
*Each Incentive listed above would be seperately negotiated with the specific buyer and developed based on the level of commitment, preferred vendor status, product standardization, or other commitments from the buyer.	

Note:

1. **Drop Ship,** price includes product delivery to the site, the purchaser is responsible for unloading.
2. **Inside Delivery,** price includes All deliveries shall be delivered to the site, unloaded and moved to a designated area in the building. Company is responsible for unloading.
3. **Basic Installation,** price includes inside delivery, uncrating, assembly, installation, removal of all debris from premises, installation documents and the bill of materials per the purchaser's approved plan and specifications.
4. **Expanded Service Installation** price to include basic installation; field measurements surveyed, documented and coordinated; electrical and telecommunication/data in-feed locations are surveyed, documented and coordinated; attend required coordination meetings with purchaser and other contractors; and creation and implementation of punch list by project manager.

Installation & Delivery Services:

The service option product discounts include "standard" services only, subject to the conditions listed below. The discounts are "not to exceed" percentages that may be lower as quoted by the servicing dealer dependent on the specific project conditions. Additional charges and services shall be negotiated in advance of the service being performed.

- Installation will be performed during normal weekday working hours.
- Adequate facilities for delivery, unloading, moving and staging/storing the product during the installation process shall be provided.
- Service work will shall not be hindered by other trades.
- Electric, heat, and adequate elevator service will be furnished without charge.
- The immediate installation area shall be complete and free of debris including the carpet/flooring before installation commences.
- Any work requiring a licensed electrician is the responsibility of the buyer.
- Travel expenses will be quoted extra

Additional Charges May Apply For:

1) Orders of an aggregate quantity of 1 - 10 chairs, desks, files, peds - NTE $300 fee per delivery.
2) Major Metro Markets and any non-ground floor installation: NTE 1% - 3.5% of list product value
   - *Major Metro Markets include large population centers and urban environments.*
3) Installation in a clinical/medical environment: NTE 1% - 3.5% of list product value
4) Special restrictions or limits established by local laws, ordinances or the directions of the buyer, including but not limited to restrictions on transportations of materials, street access to the job site and/or dock facilities: NTE 1% - 3.5% of list product value
5) Installations outside of a 50 mile radius of the servicing dealer: NTE 1% - 2% of list product value.
6) Local Prevailing Wage and/or Union Labor Rates
7) Mora, Compass, and CoStruc casework systems installation to be quoted and approved by the buyer prior to performance of the work.
8) Living office installation, software, licenses, and subscriptions will be quoted and approved by the buyer prior to performance of work.

Any additional charges shall be quoted by the dealer and approved by the buyer prior to performance of the work.
NTE = Not To Exceed

EXHIBIT B – SCOPE OF SERVICES

1.1 General Scope.

The City is requesting the broadest selection of Office, Education, Classroom and Miscellaneous Furniture, Installation and Related Products and Services offered. The intent of this RFP is to provide the City and Participating Public Agencies with Products and Services to meet their various needs. Therefore, Companies should have demonstrated experience in providing Products and Services as defined in this RFP, including but not limited to the following:

- **Systems Furniture:** A complete and comprehensive catalog of all systems furniture, lines, and accessories available from the Company;
- **Freestanding Furniture:** A complete and comprehensive catalog of all case goods, furniture, (including folding and mobile) desks, tables, and available from the Company;
- **Seating/Chairs:** A complete and comprehensive catalog of office and classroom chairs, tandem seating and other general seating available from the Company;
- **Soft Seating:** A complete and comprehensive catalog selection of soft seating for areas such as commons, libraries, waiting areas and open spaces. Products include, but are not limited to, lounge seating, modular linear seating, tables, and accessories;
- **Filing Systems, Storage and Equipment:** A complete and comprehensive catalog of filing systems including vertical and lateral files, freestanding file cabinets, bookcases, and equipment and accessories available from the Company; and
- **Related Products, Support Services and Solutions:** Related office interior products and design, "Quick Ship", design and layout, fabric and color design services, installation, systems furniture reconfiguration, assessment tools, and any other related products and services or solutions offered by the Company.

1.2 Product Standards and Guidelines.

All products must be manufactured in compliance with all standards including warning labels and safety devices, guard and equipment required to meet the safety standards recognized by industry safety, councils or organizations to establish safety standards such as Occupational Safety and Health Administration (OSHA), National Fire Protection Association (NFPA), National Institute of Occupational Safety and Health (NIOSH), American National Standards Institute (ANSI), Underwriters Laboratories, Inc. (UL), Environmental Protection Agency (EPA), Business Institutional Furniture Manufacturers Association (BIFMA), etc. If a product proposed requires a Material Safety Data Sheet (MSDS) it must accompany each shipment.

Additionally, applicable products must meet the following specific standards:

- ANSI/HFES and/or BSR/HFES (Human Factors Engineering of Computer Workstations)
- CPSIA 1303 or 16 C.F.R 1303 (Ban of Lead-Containing Paint)
- ANSI/BIFMA X5.1 (Office Seating), X5.4 (Lounge and Public Seating), X5.5 (Desk Products) X6.1 (Educational Furniture) and e3 (Furniture Sustainability Standard)
- California Air Resources Board (CARB) (Formaldehyde Emissions)
- California Proposition 65 (Lead and Other Toxic Substances)
- California Bureau of Electronic and Appliance Repair, Home Furnishings, and Thermal Insulation (BHFTI) (Technical Bulletin 117)

All Products offered must be new, unused, latest design and technology unless otherwise specified.

1.3 Pricing.

The Company's firm fixed percentage (%) discount off a manufacturer price list for each category (defined in Section 1.1) for the life of the contract as Exhibit A.

Prices include manufacturer mark up, profit, item cost and storage to allow each customer the ability to calculate and verify discount.

1.3.1 Delivery.
The fixed percentage discount is based on the delivery requirements below:
1.3.1.1 Drop Ship: All deliveries shall be delivered to the site. City or Participating Public Agency is responsible for unloading.
1.3.1.2 Inside Delivery: All deliveries shall be delivered to the site, unloaded and moved to a designated area in the building. Company is responsible for unloading.

1.3.2 Installation.
The fixed percentage discount, fixed hourly rate, or an hourly rate range is based on the installation requirements below:
1.3.2.1 Basic Installation: Basic installation includes inside delivery, uncrating, assembly, installation, removal of all debris from premises, installation documents and the bill of materials per the purchaser's approved plan and specifications.
1.3.2.2 Expanded Service Installation: Expanded service installation includes basic installation; field measurements surveyed, documented and coordinated; electrical and telecommunication/data in-feed locations are surveyed, documented and coordinated; attend required coordination meetings with purchaser and other contractors; and creation and implementation of punch list by project manager.
1.3.2.3 Normal Hours: Normal hours are defined as 7:00 am – 5:00 pm local time.
1.3.2.4 After Hours: After hours are defined as evenings, weekends and holidays.
1.3.2.5 Pricing for installation and services such as design, project management, asset management, refurbishment, and other services are priced at a fixed percentage discount, fixed hourly rate, or an hourly rate range for City and all Participating Public Agencies and/or by state.
1.3.2.5.1 Design: Company has the capability to recommend and design appropriate layouts to fit the need of the City and Participating Public Agencies.
1.3.2.5.2 Project Management: Company has the ability to provide project management services to help City and Participating Public Agencies complete their projects on-time and within budget.
1.3.3 Storage is priced at a fixed monthly rate range.
1.3.4 Pricing for any additional related products, services and solutions offered are defined in Exhibit A.

All Products provide under this Contract that require assembly and installation should be performed by the Company's certified installers. All installation work must meet the manufacturer's specifications and industry standards. Company provided the names and addresses of each certified installer, see Exhibit C – Form 6.

All work must be performed according to the standards established by the terms, specifications, and drawings for each project and meet the manufacturer's specifications and industry standards. It shall be the obligation of the Installer to obtain clarification from the Project

Coordinator concerning questions or conflicts in the specifications and drawings in a timely manner as to not delay the progress of the work.

1.4 Price Adjustments.

All proposed pricing shall remain firm for the first year of the subsequent Contract through December 31, 2020. Companies may request price adjustments (increases/decreases) for consideration at least sixty (60) days prior to each anniversary of the Contract effective date. All requests must be submitted in writing to City of Charlotte City Procurement along with documentation of bona fide materials and labor increases for the cost of Products. No adjustment shall be made to compensate a Company for inefficiency in operation or for additional profit. Price decreases shall be accepted at any time during the term of the contract.

1.5 Environmental Purchasing Requirements.

The following are applicable items covered by the City's Sustainable Purchasing Policy that must be accommodated by the Company:

Product or Service	Examples	Environmental Attributes
Furniture	Desks, chairs, tables, bookshelves	Recycled content, recyclability, end of life management

Companies provided its environmental attributes in Exhibit C – Form 10.

1.6 New Products and Services.

New Products and Services may be added to the resulting Contract(s) during the term of the Contract by written amendment, to the extent that those Products and Services are within the scope of this RFP and include, but will not be limited to, new Product added to the manufacturer's list offerings, and services which reflect new technology and improved functionality. All requests are subject to review and approval of the City of Charlotte.

1.7 Safety.

All Companies and installers or subcontractor performing Services for the City of Charlotte and Participating Public Agencies are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and County Safety Occupational Health Standards and any other applicable rules and regulations. The Company and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.

1.8 Warranty.

In Exhibit C – Form 4, the Company addressed each of the following:

1.8.1 Applicable warranty and/or guarantees of furniture and installations including any conditions and response time for repair and/or replacement of any components during the warranty period.

1.8.2 Warranty period start date. The City of Charlotte desires the warranty start at the time of substantial completion.

1.8.3 Availability of replacement parts.

1.8.4 Life expectancy of furniture under normal use.

1.8.5 Detailed information as to proposed return policy on all furniture.

EXHIBIT C – PROPOSAL RESPONSE FORMS

REQUIRED FORM 2 – ADDENDA RECEIPT CONFIRMATION

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

Please acknowledge receipt of all addenda by including this form with your Proposal. All addenda will be posted to the NC IPS website at www.ips.state.nc.us and the City's Contract Opportunities Site at http://charlottenc.gov/DoingBusiness/Pages/ContractOpportunities.aspx.

ADDENDUM #:	DATE ADDENDUM DOWNLOADED FROM NC IPS:
1	7/8/2019
2	7/11/2019
3	7/18/2019

I certify that this proposal complies with the Specifications and conditions issued by the City except as clearly marked in the attached copy.

Jay Lanenga
(Please Print Name)

7-30-19
Date

Authorized Signature

Director of Commercial Contracts
Title

Herman Miller Inc.
Company Name

REQUIRED FORM 3 – PROPOSAL SUBMISSION FORM

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

This Proposal is submitted by:

Company Name:	Herman Miller Inc.
Representative (printed):	Jay Lanenga
Address:	855 East Main Avenue
City/State/Zip:	Zeeland, Michigan 49464
Email address:	jacob_lanenga@hermanmiller.com
Telephone:	616.654.3897
	(Area Code) Telephone Number
Facsimile:	616.654.8278
	(Area Code) Fax Number

The representative signing above hereby certifies and agrees that the following information is correct:

1. In preparing its Proposal, the Company has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in or condoned prohibited discrimination.
2. For purposes of this Section, discrimination means discrimination in the solicitation, selection, or treatment of any subcontractor, vendor or supplier on the basis of race, ethnicity, gender, age or disability or any otherwise unlawful form of discrimination. Without limiting the foregoing, discrimination also includes retaliating against any person or other entity for reporting any incident of discrimination.
3. Without limiting any other provision of the solicitation for proposals on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for the City to reject the Proposal submitted by the Company on this Project and to terminate any contract awarded based on such Proposal.
4. As a condition of contracting with the City, the Company agrees to maintain documentation sufficient to demonstrate that it has not discriminated in its solicitation or selection of subcontractors. The Company further agrees to promptly provide to the City all information and documentation that may be requested by the City from time to time regarding the solicitation and selection of subcontractors. Failure to maintain or failure to provide such information constitutes grounds for the City to reject the bid submitted by the Company or terminate any contract awarded on such proposal.
5. As part of its Proposal, the Company shall provide to the City a list of all instances within the past ten years where a complaint was filed or pending against the Company in a legal or administrative proceeding alleging that the Company discriminated against its subcontractors, vendors or

suppliers, and a description of the status or resolution of that complaint, including any remedial action taken.

6. The information contained in this Proposal or any part thereof, including its Exhibits, Schedules, and other documents and instruments delivered or to be delivered to the City, is true, accurate, and complete. This Proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead the City as to any material facts.
7. None of Company's or its subcontractors' owners, employees, directors, or contractors will be in violation of the City's Conflict of Interest Policy for City, Secondary and Other Employment Relationships (HR 13) if a Contract is awarded to the Company.
8. It is understood by the Company that the City reserves the right to reject any and all Proposals, to make awards on all items or on any items according to the best interest of the City, to waive formalities, technicalities, to recover and resolicit this RFP.
9. This Proposal is valid for one hundred and eighty (180) calendar days from the Proposal due date.

I, the undersigned, hereby acknowledge that my company was given the opportunity to provide exceptions to the Sample Contract as included herein as Section 9. As such, I have elected to do the following:

_x_ Include exceptions to the Sample Contract in the following section of my Proposal: 9

___ Not include any exceptions to the Sample Contract.

I, the undersigned, hereby acknowledge that my company was given the opportunity to indicate any Trade Secret materials or Personally Identifiable Information ("PII") as detailed in Section 2.6.2. I understand that the City is legally obligated to provide my Proposal documents, excluding any appropriately marked Trade Secret information and PII, upon request by any member of the public. As such, my company has elected as follows:

___ The following section(s) of the of the Proposal are marked as Trade Secret or PII: _____

_x_ No portion of the Proposal is marked as Trade Secret or PII.

Representative (signed): _____

REQUIRED FORM 4
DELIVERY AND WARRANTY

Delivery: Company must state the normal delivery time (in calendar days) and any options for expediting delivery: To match your particular product and scheduling needs, we offer these lead time options, 10-Day or Less, 20-Day or Less, Assigned, and Emergency Response. Please see "Additional Programs and Services".

Warranty: Company must detail the following:

a. Applicable warranty and/or guarantees of furniture and installations including any conditions and response time for repair and/or replacement of any components during the warranty period. See full Warranty Statements enclosed.

   Response time to service and/or warranty requests are a top priority with your dealer and our Customer Care and Product Services teams. Standard service inquiries are responded to same day or within one business day of notification. Depending upon parts required, Customer Care and Product Services will clearly outline the next steps and time frame for resolution.

b. Warranty period start date. The City of Charlotte desires the warranty start at the time of substantial completion. Herman Miller agreed to requirement via email on October 14, 2019.

c. Availability of replacement parts. We want your Herman Miller products to serve your company for a long time, so we design them for easy component replacement while in use and easy disassembly at the end of their useful life. From seating casters and arm pads to work surfaces and replacement tiles, service parts are ordered through and installed by your servicing dealer to protect your investment and ensure your products continue to support your employees for a long time. Replacement parts are warrantied until the original product warranty expires.

d. Life expectancy of furniture under normal use. Our products are designed, developed and tested to assure a 12-year life under high-level, multi-shift use. Our products meet, and typically exceed, all industry standards (ANSI, BIFMA, UL, etc.), as well as internally developed requirements that go beyond industry requirements.

a. Detailed information as to proposed return policy on all furniture. All product is manufactured by Herman Miller in the specific size, finish, and fabric requested to meet a specific customer application. Due to the customization and variety of applications, requests to return product, outside of warranty situations, are not typically authorized. Any product returned requires the written authorization from Herman Miller prior to return to ensure proper tracking and assessment.

Additional Programs and Services (continued)

Options® Program

The process begins when you make a request. We work with you to define the need and propose a product solution—something we modify or develop to meet your specific need. Response is fast; we quote 95 percent of requests in 24 hours. Prices are reasonable—on average, about 5 percent more than standard product. All Herman Miller Options products carry our comprehensive 12-year, 3-shift warranty.

Vary Easy® Program

Through your dealer, you have nearly limitless choice in modifying standard products. Dealer designers can instantly modify any product that is part of the program and create a 3D image, CAD symbols, and price book page for it. Lead times and pricing for Vary Easy products are the same as for standard products. And Vary Easy products are covered by our comprehensive 12-year, 3-shift warranty.

Lead Time Programs for Rapid Shipment

We understand that reliable lead times are a crucial element in your planning process and resource allocation. To match your particular product and scheduling needs, we offer these options:

- **10-Day or Less:** We have the most comprehensive quick-ship program in the industry—and with no quick-ship surcharges. Products available in 10 days or less include a broad vocabulary of standard systems, seating, tables, and filing / storage.
- **20-Day or Less:** Includes the full breadth of Herman Miller standard products.
- **Assigned:** For customized products. Lead times are assigned based on the requirements of each order.
- **Emergency Response:** This program ships products that are holding up installation within 24 hours.

Furniture Disposal Programs

Through our furniture disposal solution, your no longer needed assets can be donated to charitable organizations. The purpose of the rePurpose program is to keep used furniture out of landfills. But it does so much more than that. In some cases, fees may apply when disposing furniture. Your Herman Miller and local dealer partner will advise on the best strategy and program for individual agency circumstances .

A warranty is a promise.

Here's ours: 12 years, 3 shifts, labor included

Our warranty covers everything—including electrical components, casters, pneumatic cylinders, tilts, and all moving mechanisms.

It recognizes the changing nature of work and the need for products that can stand up to continuous use.

And it means that when warranty work is performed in the U.S. and Canada, Herman Miller foots the bill.

At Herman Miller, we work for a better world around you. Our products—and our promise to stand behind their quality 100 percent—are designed to improve your environment whether it's an office, hospital, school, home, an entire building, or the world at large.

All products sold under the Herman Miller brand, including Herman Miller Healthcare products, Geiger® products, Eames® aluminum group, Eames Soft Pad™ group, Eames executive chairs, and Eames tables, are backed by our 12-year, 3-shift warranty, except as limited or described below. Warranty information for Nemschoff products can be found by visiting nemschoff.com/customer-care/warranty. Warranty information for Maharam® textiles can be found by visiting maharam.com/site/terms.

Herman Miller Products

5 years

Herman Miller Collection products; C-style flipper door unit with lift-assisted mechanism; Connect™ power and data; Cubert®, Flute™, and Tone™ personal task lights; Eames Tables power modules, Exclave® whiteboards, tackboards, and accessories; Flo® power hub; Formwork® and Ubi™ liners; Keyless Locks; Logic Power Access Solutions™; Logic Reach; Mbrace wall-mounted technology; Ode® lamps; Overlay™ Trellis and Linear light; Procedure/Supply Carts keyless lock bars; Tabetha Tablet Mount, Twist™ LED task light; Ubi USB power module

3 years

Herman Miller Collection outdoor products; Compass™ system faucet

2 years

Logic Micro Tower; Magis and Mattiazzi branded products from the date of purchase by the original purchaser

1 year

Formwork stackable desktop storage; Nelson™ Bubble Lamps®

None

Beware of Imitations poster; Exclave eco boards; Girard throw; Maharam Memory 3 game; Maharam pillows; Textiles & Objects poster

Herman Miller Materials

5 years

Herman Miller proprietary fabrics applied to seating products (exceptions covered under 12-year warranty include: Ace, AireWeave™ 2, Aristo, Balance, Bingo, Crepe, Dex, Epic, FLEXNET™, Intercept, Leather, Lyris 2™, MCL Leather, Marvel, Mercer, Monologue, 8Z Pellicle®, Rhythm, Strata, and Whisper); Sayl® knit back cover

1 year

Herman Miller Design on Textile (DOT™) and Customer's Own Image (COI)

Parts and Components

5 years

Electronic ballasts used in task lighting; keyless lock on Compass; mechanical components (drive shaft, motor, etc.) on Locale® height-adjustable surface; mechanical and electrical components on Motia® sit-to-stand tables, Nevi™ sit-to-stand tables, and Nevi Link; Renew™ sit-to-stand pneumatic counterbalance and crank mechanism; power leg access option on Renew sit-to-stand tables

3 years

All service parts; electric motors for Co/Struc® height-adjustable tables

2 years

Electrical components (switch, control box, etc.) on Locale height-adjustable surface

1 year

Compass system faucet sensors and control box

6 months

All other products, parts, and any services not listed above, sold or furnished by Herman Miller or its subsidiaries, except for consumable products such as batteries, dry-erase markers, erasers, light bulbs, fans, and other electronic products for which no warranty is given

Other Manufacturers' Products

Herman Miller does not warrant other manufacturers' product but will pass through to the original purchaser any warranty supplied by other manufacturers to the extent possible, including, but not limited to, open-line laminates.

Provisions that apply to all Herman Miller-branded products and services:

Herman Miller, Inc. (“Herman Miller”), 855 East Main Avenue, PO Box 302, Zeeland, Michigan 49464-0302, USA, warrants the products sold by it and its subsidiaries to be free from defects in material and workmanship, regardless of the number of shifts during which the products are used, for the warranty periods specified.

This limited warranty covers the sale of Herman Miller product in all countries. Not all of the product lines appearing on this list are marketed by Herman Miller in all countries, and appearance on this list does not imply an offer for sale of a product line in a particular place. Product line availability is defined in current price lists applicable to different regions.

During the applicable warranty period, Herman Miller, as its sole obligation, will repair or replace (at its option) any product, part, or component covered by this warranty and sold after the effective date of this warranty, which fails under normal use as a result of a defect in material or workmanship. Herman Miller will repair or replace the aforementioned product, part, or component with a comparable product, part, or component.

This warranty extends only to the original purchasers who acquire new product from Herman Miller, its subsidiaries, or its authorized resellers. Any product, part, or component must have been used according to Herman Miller’s published instructions and installed and maintained by a Herman Miller factory-trained technician or an authorized Herman Miller dealer installer. If these requirements are met, warranty coverage will be extended. Any misuse, abuse, or modification to the original product voids the warranty. Herman Miller does not warrant the performance of the product when used in combination with other than original Herman Miller product.

Limited warranty only covers Herman Miller provided products, components, and related repair work performed by Herman Miller authorized dealers.

The warranty period starts from the date of purchase.

This document inclusively describes all of the warranties given and remedies available with respect to the company’s products and services. Herman Miller and its subsidiaries disclaim any other warranty whether express or implied, statutory or otherwise, in relation to the products.

Herman Miller does not warrant:

- natural variations in wood grain or figure or the presence of character marks
- changes in surface finishes, including colorfastness, due to aging, exposure to light or direct sunlight
- marks, scars, or wrinkles occurring naturally in leather
- veins, marks, voids, fissures, or cracks found naturally in stone
- failure resulting from normal wear and tear
- pilling of textiles
- matching of colors, grains, or textures of natural materials
- colorfastness or the matching of colors of textiles or surface finishes, including an exact match to cuttings, samples, or swatch cards
- damage, marking, or staining of veneer surfaces due to contact with rubber or similar compounds; damage from sharp objects or imprinting from writing instruments
- changes in the decibel level of motors or mechanisms utilized in height-adjustable products
- damage or marking of materials or abrading of textiles over time caused by sharp or foreign objects
- discoloration of textiles and surface materials due to soiling, stains, or dye transfer from clothing, including denim

Herman Miller tests Customer’s Own Material (COM) and other customer-supplied items for manufacturing quality only and does not provide any warranty with regard to these materials.

Herman Miller does not warrant products that are exposed to extreme environmental conditions or that have been subject to improper storage.

TO THE EXTENT ALLOWED BY LAW, ANY IMPLIED WARRANTIES, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE DISCLAIMED AND TO THE EXTENT THEY ARE LEGALLY REQUIRED, ARE LIMITED IN DURATION TO THE DURATION OF THIS WRITTEN WARRANTY.

HERMAN MILLER SHALL NOT BE LIABLE FOR LOSS OF TIME, INCONVENIENCE, COMMERCIAL LOSS, OR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

Applies in US only: Some states do not allow limitations on how long an implied warranty lasts or do not allow the exclusion or limitation of incidental or consequential damages, so the limitations or exclusions in the two preceding paragraphs may not apply. This warranty gives the purchaser specific legal rights; however, the purchaser may also have other rights that may vary from state to state.

Applies outside US: Except as stated above, Herman Miller will not be liable for any loss or damage (including costs) however caused, whether direct or consequential, incurred or suffered by the purchaser or any third party in respect of the products, but nothing contained herein will or will be considered to exclude or restrict any liability on Herman Miller’s part for death or personal injury resulting from negligence.

Effective April 2019

HermanMiller

For more information about our products and services or to see a list of dealers, please visit us at hermanmiller.com or call (888) 443 4357.

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®, Herman Miller, Bubble Lamps, Co/Struc, Cubert, Eames, Exclave, Flo, Formwork, Geiger, Locale, Maharam, Motia, Ode, Pellicle, and Sayl are among the registered trademarks of Herman Miller, Inc., and its owned subsidiaries.

™ AireWeave, Compass, Connect, DOT, Eames Soft Pad, FLEXNET, Flute, Lyris 2, Nelson, Nevi, Overlay, Renew, Tone, Twist, and Ubi are among the trademarks of Herman Miller, Inc., and its owned subsidiaries.

Geiger Warranty

Geiger, 6095 Fulton Industrial Blvd., SW, Atlanta, GA 30336, USA, warrants the products sold by it to be free from defects in material and workmanship, regardless of the number of shifts during which the products are used, for the warranty periods specified below.

This warranty covers the sale of Geiger product in all countries. Not all of the product lines appearing on this list are marketed by Geiger in all countries, and appearance on this list does not imply an offer for sale of a product line in a particular place. Product line availability is defined in current price lists applicable to different regions.

Geiger Commercial Office Furniture Products

12 years
All products sold under the Geiger® brand names, except as limited or described below.

Geiger Textile Alliance Program SM Fabrics

3 years
Includes, but is not limited to Edelman Leather, Geiger, Herman Miller, Maharam, and Place fabrics.

Nonstandard Products

1 – 5 years
Warranty length on nonstandard products not covered by the 12-year warranty is identified on individual product quotes.

All Other Products, Parts and Services

2 years
Height adjustable bases (electrical parts).

5 years
Height adjustable bases (mechanical parts). Task light electronic ballasts.

3 years
All service parts.

6 months
All other products, parts, and any services not listed above, sold or furnished by Geiger, except for consumable products such as light bulbs and other electronic products for which no warranty is given.

None
For other manufacturers' products, Geiger will pass through to the original purchaser any warranty supplied by other manufacturers to the extent possible, including, but not limited to, open line laminates.

Provisions that apply to all products and services:

During the applicable warranty period, Geiger, as its sole obligation, will repair or replace (at its option) any product, part, or component covered by this warranty and sold after the effective date of this warranty, which fails under normal use as a result of a defect in material or workmanship; Geiger will repair or replace the aforementioned product, part, or component with a comparable product, part, or component.

This warranty extends only to the original purchasers who acquire new product from Geiger, or its authorized resellers. Any product, part, or component must have been installed, used, and maintained according to Geiger's published instructions in order to be eligible for coverage under this warranty and must not have been subject to misuse or abuse. Any modification to the original product voids the warranty. Geiger does not warrant the performance of the product when used in combination with other than original Geiger product. The warranty period starts from the date of purchase. This document inclusively describes all of the warranties given and remedies available with respect to the company's products and services. Geiger disclaims any other warranty whether express or implied, statutory or otherwise, in relation to the products.

Geiger Warranty (continued)

Geiger does not warrant:

- natural variations in wood grain or figure or the presence of character marks
- changes in surface finishes due to aging or exposure to light
- marks, scars, or wrinkles occurring naturally in leather
- veins, marks, voids, fissures, or cracks found naturally in stone

In addition, Geiger does not warrant:

- failure resulting from normal wear and tear
- the matching of colors, grains, or textures of natural materials
- the colorfastness or the matching of colors of textiles, including an exact match to cuttings or to swatch card
- damage, marking, or staining of veneer surfaces due to contact with rubber or similar compounds
- damage from sharp objects or imprinting from writing instruments, or
- prolonged exposure to direct sunlight

Geiger tests Customer's Own Material (COM) and other customer-supplied items for manufacturing quality only and does not provide any warranty with regard to these materials. Geiger does not warrant products that are exposed to extreme environmental conditions or that have been subject to improper storage. Geiger's products meet the requirements of the price books and other written publications.

TO THE EXTENT ALLOWED BY LAW, ANY IMPLIED WARRANTIES, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE DISCLAIMED AND TO THE EXTENT THEY ARE LEGALLY REQUIRED, ARE LIMITED IN DURATION TO THE DURATION OF THIS WRITTEN WARRANTY.

GEIGER SHALL NOT BE LIABLE FOR LOSS OF TIME, INCONVENIENCE, COMMERCIAL LOSS, OR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

Applies outside US: Except as stated above, Geiger will not be liable for any loss or damage (including costs) however caused, whether direct or consequential, incurred or suffered by the purchaser or any third party in respect of the products but nothing contained herein will or will be considered to exclude or restrict any liability on Geiger's part for death or personal injury resulting from negligence.

Limited Lifetime Warranty

Seller warrants the products it manufactures against defects of material and workmanship under normal use and service for the useful life* of the product from the date of shipment provided that the product is in use by the original owner and has been used only for the original purpose. This warranty is void in cases of damage in transit, negligence, user modification, abuse, abnormal usage, improper use of cleaning chemicals, misuse, accidents and improper maintenance.

As Buyer's sole remedy under the warranty, Nemschoff, at its option, will repair or replace defective parts at no charge to the original owner of record. Nemschoff will pay freight charges provided that the replacement or return has previously been authorized by the company under the terms of this warranty. Normal aging and wear of fabrics, filling materials, mechanisms, mechanical components and finishes are exempt from this warranty.

With proper use and maintenance, the limitations of our warranty are as follows:

10 years for all mechanisms and mechanical components of Serenity®, Prísto®, Consoul™, Leonard, and Ava® Recliners

12 years for all mechanisms and mechanical components of Nala and Centé® Patient Chairs

5 years for all other mechanisms and mechanical components

5 years for Overbed Tables, Physician and Caregiver Stools

5 years for lighting

5 years on Nemschoff Performance Fabric (NPF)

1 year for electrical outlets

1 year for Privacy Panels (Palisade)

1 year for Resin panel (Terra™ for Treatment Areas)

Graded-in fabrics follow the warranty of the textile manufacturer–please reference specific manufacturer's website

Customers Own Material (COM) is not covered under warranty

THERE IS NO OTHER EXPRESS WARRANTY. SELLER HEREBY DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING THE IMPLIED WARRANTY OF MERCHANTABILITY AND FITNESS FOR ANY PARTICULAR PURPOSE INDICATED BY BUYER TO SELLER.

There are no representations as to the capacity or performance of the products sold hereunder except as set forth in the quotation specifications, if any, and such representations are expressly conditioned upon the correctness of the data furnished by Buyer and upon the products being properly installed and maintained.

IT IS EXPRESSLY AGREED THAT THIS REMEDY OF REPAIR, REPLACEMENT OR CREDIT, AT THE SELLER'S OPTION, IS BUYERS EXCLUSIVE REMEDY UNDER THIS WARRANTY. IN NO EVENT SHALL SELLER BE LIABLE FOR CONSEQUENTIAL DAMAGES.

2218 Julson Court
Sheboygan, WI 53082

800 203 8916 Phone
920 471 0292 Fax
nemschoff.com

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v6 06.2019

On equipment furnished by Seller, but manufactured by others, the written warranty, if any, of the manufacturer will be assigned to Buyer. However, Seller does not adopt, and does not guarantee or represent that manufacturer will comply with any of the terms of the warranty of such manufacturer.

Seller warrants woven and non-woven upholstery on the NPF program when applied to Seller's products. Warranty covers defects of material and workmanship under normal use and service for five (5) years from the date of shipment. This warranty applies only to the original owner and the original use of the product. This warranty is void in cases of damage in transit, negligence, abuse, abnormal usage, misuse, accidents, and improper cleaning and maintenance. Normal aging and wear of woven and non-woven upholstery are exempt from this warranty. As Buyer's sole remedy under the warranty, Nemschoff, as its option, will repair or replace the material at no charge to the original owner of record. If the material is no longer in manufacture, one of comparable value will be substituted for you. Nemschoff will pay freight charges, provided that the replacement or return has been previously authorized by the company under the terms of this warranty.

Expenses incurred by Buyer in repairing or replacing Seller’s product will not be allowed except by written permission of Seller.

Seller, in its manufacture and sale of these products, will assume no liability as to possible infringement of patents or copyrights by virtue of the use of said products in combination with other elements or structures, or when manufactured to Buyer’s specifications.

* Useful life, as defined by industry standards, is 12 years.

2218 Julson Court
Sheboygan, WI 53082

800 203 8916 Phone
920 471 0292 Fax
nemschoff.com

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Schedule 1

Warranty information

7 years

naughtone warrants to the original purchaser that its products are free from defects in materials and workmanship for a period of **7 years** from date of delivery, except as noted below. This warranty applies to single shift (standard 8-hour day, 5 days per week) use.

Exceptions

5 years

Stacking chairs, metal chair frames, seating components including adjustment mechanisms, height adjustment mechanisms and pneumatic cylinders, monitor supports and tablet arm assembles, wood veneer and low pressure laminate (LPL) surfaces, urethane and wood edge treatments, upholstery/ tailoring and exposed wood frames.

Fabric

naughtone offers no warranty, either implied or expressed, on any fabrics or leathers used on our products. Fabrics and leathers carry warranties from the fabric manufacturer or reseller. Please refer to each reseller's warranties before specifying. Because every fabric specification is different and application for use must be taken into consideration, naughtone shall not be held responsible in any manner for wrong specification of fabric for tailoring, wear, durability, or light fastness.

Limitations and Exceptions

A) General

The warranties set out in Part 1 of Schedule 1:

- Provide coverage to the Customer only;
- Do not apply to (i) merchandise that was at any time, used as a floor sample or display mode, (ii) any merchandise purchase "as is" or second-hand, (iii) any merchandise purchased at a distress sale or a 'going out-of business sale, or (iv) any merchandise purchased from a liquidator.

The Product Tolerances set out in Schedule 2 shall apply. Products shall not be deemed to be in breach of warranty, or otherwise defective, by reason of an issue that is covered in Schedule 2.

All warranties, whether express or implied, cover only normal usage.

No warranty, express of implied, applies to any Product condition resulting from misuse, abuse, delivery or transportation damage, nor any Product condition resulting from incorrect or inadequate maintenance, cleaning or care. Warranty is null and void if furniture has been moved from original points of delivery to consumer.

naughtone HQ
Knaresborough Tech Park
Manse Lane
Knaresborough HG5 8LF
Great Britain
VAT Registration Number: 859435287

T: +44 (0)1423 816 500
E: sales@naughtone.com

Registered Office:
Naughtone Ltd, Unit D, Knaresborough Technology Park
Manse Lane, Knaresborough, North Yorkshire, HG5 8LF
Company Registration Number: 05285557

Useful Beautiful Furniture
British Designed
Since 2005

www.naughtone.com

Warranty

Coverage

All products sold by Design Within Reach, Inc., through its contract channel ("DWRC") are warrantied to be free of defects in material and workmanship appearing within 3 years from the date of purchase, except as otherwise described below. All HAY products sold through the DWRC channel are warrantied to be free of defects in material and workmanship appearing within 2 years from the date of purchase. This warranty is extended only to the original purchaser from DWRC or its authorized reseller, for commercial or institutional use. During the warranty period, as its sole responsibility and as the purchaser's sole remedy under this warranty, DWRC will provide one of the following remedies, chosen by DWRC in its sole discretion: (a) repair the defective products, (b) replace the defective products with comparable products or (c) refund the purchase price of the defective products.

Other Warranties

THE ABOVE WARRANTY IS EXCLUSIVE AND IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE.

Exclusions

This warranty is not extended to purchasers for personal, family or household use, and it does not cover any of the following:

- Misuse, abuse or modification of the original product
- Any product, part or component that has not been used according to applicable published manufacturer instructions **(and installed and maintained by a DWRC-designated factory-trained technician or dealer installer)**
- Natural variations in wood grain or figure or presence of character marks
- Changes in surface finishes, including colorfastness, due to aging or exposure to light
- Marks, scars or wrinkles occurring naturally in leather
- Veins, marks, voids, fissures or cracks found naturally in stone
- Failure resulting from normal wear and tear
- Pilling of textiles
- Matching of colors, grains or textures of natural materials
- Colorfastness or matching of colors of textiles or surface finishes, including an exact match to cuttings, samples or swatch cards
- Damage, marking or staining of veneer surfaces due to contact with rubber or similar compounds, sharp objects or writing instruments
- Changes in the decibel level of motors or mechanisms used in height-adjustable products
- Damage or marking of materials or abrading of textiles over time caused by sharp or foreign objects
- Discoloration of textiles and surface materials due to soiling, stains or dye transfer from clothing, including denim
- Products that have been exposed to extreme environmental conditions or that have been improperly stored

Limitation of Liability

DWRC WILL NOT BE SUBJECT TO ANY OBLIGATIONS OR LIABILITIES OTHER THAN THOSE SET FORTH IN THIS DOCUMENT, WHETHER ARISING OUT OF BREACH OF CONTRACT, WARRANTY OR TORT (INCLUDING NEGLIGENCE AND STRICT LIABILITY), OR UNDER OTHER THEORIES OF LAW OR EQUITY, WITH RESPECT TO ITS PRODUCTS, OR ANY UNDERTAKINGS, ACTS OR OMISSIONS RELATING THERETO, AND IN NO EVENT WILL DWRC BE LIABLE FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT OR CONTINGENT DAMAGES WHATSOEVER. Without limiting the generality of the foregoing, DWRC specifically disclaims any liability for penalties, special damages, damages for lost profits or revenues, downtime, lost good will, cost of capital, cost of substitute goods or services or any other types of economic loss.

framery

Framery warranty

1. Framery warrants that the goods will meet the Specifications.

2. Unless specifically agreed otherwise in the Contract, the warranty period is twelve (12) months from the date of their delivery Ex Works Tampere, Finland, whichever shall be the earlier.

3. The warranty for each product is valid only after a duly completed Warranty checklist (per each product) is submitted to Framery email address warranty@frameryacoustics.com in electronic form (picture, pdf).

4. During the warranty period, Framery undertakes upon written request of the Purchaser to, at Framery's discretion, repair, replace or refund the price of any parts of the goods delivered which can be proved to be damaged due to bad material, faults in design, poor workmanship or which fail to meet the Specifications.

5. The warranty shall not be effective and shall not be relied upon by the Purchaser in the event of:

5.1. the goods having been at any time, during the period beginning with their delivery Ex Works Tampere, Finland, stored, handled, transported, installed, maintained or used in a manner inconsistent with Framery's then current technical requirements, the standard instructions (or in the absence thereof, in accordance with generally accepted practices in the industry) or the alleged defect having been caused by accident, neglect or events beyond Framery's control occurring after delivery of such goods Ex Works Tampere, Finland; or

5.2. normal wear and tear; or

5.3. use or conditions affecting the goods which are unusual or not reasonably foreseeable in relation to the conditions, or

5.4. use of the goods in connection with non-Framery parts, spares or materials which have not been approve expressly by Framery; or

5.5. the product or a part of the product has been un properly stored, used or kept outside of normal office conditions, or in conditions with dramatic temperature variations or outdoors or in an environment not suitable for the product; or

5.6. the product has been moved, dismantled or repaired against the Framery instructions; or

5.7. repairs, alterations or customisation carried out without Framery's written consent or faulty repairs executed by others than Framery

6. Additionally the warranty does not apply to:

6.1. changes in surface finishes due to aging or exposure to light., or

6.2. pilling of textiles, or

6.3. damage, marking, or staining of surfaces due to contact with rubber or similar compounds, or

6.4. damages from sharp objects or imprinting from writing instruments,or

6.5. damages caused by force majeure, or damages caused by moving, dismantling or repairing by other than personnel of Framery Oy or authorized distributor, or damages caused by using shoes within doors, or

6.6. damages caused by force majeure, or damages caused by moving, dismantling or repairing by other than personnel of Framery Oy or authorized distributor, or damages caused by using shoes within doors, or

6.7. damages in glasses caused by abnormal use of product, or

6.8. damages due to misuse or vandalism, or

6.9. damages due to slamming the door open or close or due to leaning against the door.

7.
The Purchaser shall, without delay, and in no case later than twenty-one (21) days after discovering the defect which it believes may constitute a breach of warranty, notify Framery's After Sales and Services in writing. Such notice shall consist of a duly completed Warranty Claim Form (available from Framery's After Sales and Services) and any additional information the Purchaser and/or Framery may deem relevant. Upon Framery's acceptance of the validity of a warranty claim, it shall issue to the Purchaser a Warranty Acceptance Form. The Purchaser shall then at its costs, return the goods to Framery, if so requested. If there is a reason to believe that the defect may cause damage to person(s) or property, notice shall be given immediately after discovering the defect and may be given by phone, fax or e-mail followed by the appropriate complete written notice as described above.

8.If the Purchaser fails to notify Framery of the defect within the time specified above, it shall lose its right to have the defect remedied.

9.For valid warranty claims, Framery shall carry out troubleshooting, dismantling and/or re-installation of the defective part if this, in Framery's opinion, requires special knowledge. If such special knowledge is not required in Framery's opinion, Framery shall have fulfilled its obligation in respect of the defect when it delivers a duly repaired or replacement part to the Purchaser Ex Works Tampere, Finland. If troubleshooting, dismantling or re-installation of parts necessitates an intervention in equipment other than the goods (which the Purchaser shall arrange to have carried out), the labour and cost incurred thereby shall be borne by the Purchaser.

10.Unless otherwise agreed, transport and customs brokerage costs of defective parts to and from Framery shall be for the Purchaser's account and risk and if troubleshooting, dismantling or re- installation, repair or replacement is carried out at the location of the defective parts then Framery shall be entitled to full compensation for travel, accommodation and labour incurred in travel to and from such location. Such compensation shall be determined in accordance with the then applicable provisions of Framery's Field Service Rate Schedule.

11.If the Purchaser gives notice of a defect and no defect is found which the warranty covers, Framery shall be entitled to full compensation for the work and costs incurred by reason of the notice having been given wrongly.

12.The Purchaser shall provide Framery free of charge with all necessary access and other facilities and all information required to enable Framery to ascertain or verify the nature and cause of the defect claimed and to carry out its warranty obligations.

13.AS PROVIDED FOR IN THIS SECTION 12, FRAMERY EXPRESSLY DISCLAIMS AND EXCLUDES ALL OTHER REPRESENTATIONS, CONDITIONS, WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, STATUTORY OR OTHERWISE (INCLUDING BUT NOT LIMITED TO COMMON LAW), ORAL OR WRITTEN, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT AND FITNESS FOR A PARTICULAR PURPOSE. THE WARRANTY SPECIFIED IN THIS SECTION 12 IS THE PURCHASER'S SOLE AND EXCLUSIVE REMEDY AND IN LIEU OF, NOT IN ADDITION TO, ANY OTHER REMEDY AVAILABLE AT LAW OR IN EQUITY.

14. If twenty-one (21) days after the expiration of the warranty period the Purchaser has made no specific written claim under the terms of the warranty, Framery shall be released from such warranty obligations.

15.Framery shall not give an installation warranty unless the product was installed by Framery itself.

HAY

2-year warrenty

Nine United Denmark A/S designs and manufactures furniture under the trademark HAY. All products are manufactured in accordance with the highest standards and to meet our high standards in quality and production and a 2-year warrenty is given.

The 2-year warrenty covers materials and/or workmanship on frame or upholstery. The guarantee is valid from the date on the original invoice.
The warrenty does not apply in the following situations:

/ if the products has been stored or assembled wrongly.
/ if the product has been abused or misused, altered or cleaned using wrong cleaning methods.
/ damage due to normal wear and tear, cuts or scratches, or damage caused by impact or accidents.
/ if the product has been placed outdoors or in a humid environment.
/ in cases of consequential or incidental damage.

Nine United Denmark A/S is dedicated to the design and production of of durable furniture designed to last. We put great effort into choosing materials focusing on hard wearing qualities to help us secure the long life span of the product.

Nine United Denmark A/S reserves the right to alter or stop the production of selected items without prior notice.

The warrenty is valid from January 1, 2015.

Nine United Denmark A/S Havnen 1 8700 Horsens Denmark / www.hay.dk / +45 4282 0282

REQUIRED FORM 5 – M/W/SBE PARTICIPATION PLAN

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

The City maintains a strong commitment to the inclusion of MWSBEs in the City's contracting and procurement process when there are viable subcontracting opportunities.

Companies must submit this form with their proposal outlining any supplies and/or services to be provided by each City certified Small Business Enterprise (SBE), and/or City registered Minority Business Enterprise (MBE) and Woman Business Enterprise (WBE) for the Contract. If the Company is a City-registered MWSBE, note that on this form.

Aggregate MWSBE Goal 10% for the City of Charlotte usage estimated to be $500,000 annually.

A list of current registered and certified MWSBEs can be found at www.charlottebusinessinclusion.com.

Failure to submit this form shall deem a Proposal non-responsive.

Company Name:	Herman Miller, Inc.

Please indicate if **your company** is any of the following:

____ MBE ____WBE ____SBE __x__ None of the above

If your company has been certified with any of the agencies affiliated with the designations above, indicate which agency, the effective and expiration date of that certification below:

Agency Certifying: _____ Effective Date: _____ Expiration Date: _____

Identify outreach efforts that *were employed* by the firm to maximize inclusion of MWSBEs to be submitted with the firm's proposal (attach additional sheets if needed):

members of National Minority Supplier Development Council, Great Lakes Women's Business Council, Veteran owned Business Roundtable, Michigan, Chicago & Atlanta Minority Council

Identify outreach efforts that *will be employed* by the firm to maximize inclusion during the contract period of the Project (attach additional sheets if needed):

attend local/national diversity conferences and host internal events to connect with qualify firms that meets HMI requirements.

[Form continues on next page]

List below all **MWSBEs** that you intend to subcontract to while performing the Services:

Subcontractor Name	Description of work or materials	Indicate either "M", "S", and/or "W"	City Vendor #
Cabro	Installation	W	305715
Chem Clean	Janitorial and Custodial Services	S	301413
Alianza Services, LLC	Dealer	M	
Alianza Services, LLC - NYC	Dealer	M	
Alianza Services, LLC - NJ	Dealer	M	
Alianza Service, LLC - CitiFinancial	Dealer	M	
Intelligent Interiors, Inc.	Dealer	M	
Navajo Office Products, LLC	Dealer	M	
Officeworks - Indianapolis	Dealer	M	
Supply Source, Inc. - Johnstown	Dealer	M	
Supply Source, Inc. - St. College (vol inc with D060548)	Dealer	M	
Supply Source, Inc.-- Williamsport	Dealer	M	
Supply Source, Inc. - Mechanicsburg	Dealer	M	
OP/Contract Furnishers of Hawaii - Guam	Dealer	W	
One Eleven Design	Dealer	W	
PK Spectrum LLC	Dealer	W	
The Sheridan Group - Los Angeles	Dealer	W	
The Sheridan Group - Santa Fe Springs	Dealer	W	
The Sheridan Group - Calabasas	Dealer	W	
VRD Corporate Interiors	Dealer	W	

WRG	Dealer	W	
Workplace Resource - Denver	Dealer	W	
Workplace Resource - Colorado Springs	Dealer	W	
Workplace Resource, LLC -- Austin	Dealer	W	
Workplace Resource, LLC -- San Antonio	Dealer	W	
Workplace Resource, LLC -- Louisiana	Dealer	W	
Wrk Lab, Inc	Dealer	W	
Workscapes, Inc. - Fort Lauderdale	Dealer	W	
Workscapes, Inc. - Fort Myers	Dealer	W	
Workscapes, Inc. - Jacksonville	Dealer	W	
Workscapes, Inc. - Orlando	Dealer	W	
Workscapes, Inc. - Tampa	Dealer	W	
Acoustitech	Supplier	M	
Alpha Coating Technology	Supplier	M	
Apex Spring & Stamping	Supplier	M	
Eagle-Nichols Packaging	Supplier	M	
Global Concepts Enterprise Inc	Supplier	M	
Hot Melt Technologies	Supplier	M	
Intex Technologies	Supplier	M	
Jireh Metals Products	Supplier	M	
Luna Textiles	Supplier	M	
Mico Industries	Supplier	M	
Primera Plastic Inc	Supplier	M	

Reggie McKenzie Industrial Materials	Supplier	M	
Supply Source Options LLC	Supplier	M	
Ventura Manufacturing	Supplier	M	
Gill Industries	Supplier	W	
H&H Metal Source Inc	Supplier	W	
Proos Manufacturing	Supplier	W	
Soundtech Inc	Supplier	W	
Nuvar Inc	Supplier	W	

Total MBE Utilization	0 %
Total WBE Utilization	10 %
Total SBE Utilization	0 %
Total MWSBE Utilization	10 %

Representative (signed): Kavy Lenon

9/26/2019
Date

Kavy Lenon
Representative Name

CHARLOTTE BUSINESS INCLUSION
Connecting MWSBEs with opportunities

CBI FORM 4: Letter of Intent

Per Part B, Section 3.4 of the CBI Policy, within three (3) Business Days after receiving a request from the City (or within such longer time as may be communicated by the City in writing), a Bidder must submit a separate Letter of Intent for each SBE and/or MBE listed on CBI Form 3 and CBI Form 3A (if applicable).

Project Name:	Furniture, Installation and Related Products and Services
Project Number:	269-2019-105

To be completed by the Bidder			
Name of Bidder:	Herman Miller, Inc. / Alfred Williams & Company	Vendor #:	122386
Address:	855 E Main Zeeland, MI 49464		
Contact Person:	Jay Lanenga	Email:	jacob_lanenga@hermanmiller.com
Telephone:	616-654-3897	Fax:	

If the Bidder has entered into a Quick Pay Agreement, in association with this Letter of Intent and as defined in the CBI Policy, please attach a copy of the executed Agreement with the undersigned SBE and/or MBE.

Identify in complete detail the scope of work to be performed or item(s) to be supplied by the SBE and/or MBE.

Furniture installation, Moving and Warehousing

The prime contractor shall pay the subcontractor the committed goal of 10% of the monthly amount paid by the city.

To be completed by SBE and/or MBE			
Name of SBE and/or MBE:	Cabro LLC	Vendor#:	305715
Address:	1893 Scott Futrell Drive. Charlotte, NC 28208		
Contact Person:	Cathy Abernathy	Email:	mark@cabro1.com
Telephone:	704-391-5498	Fax:	704-393-6048

Upon execution of a Prime Contract with the City for the above referenced project, the Bidder certifies that it intends to utilize the SBE and/or MBE listed above, and that the description, cost and percentage of work to be performed by the SBE and/or MBE as described above is accurate. The SBE and/or MBE firm certifies that it has agreed to provide such work/supplies for the amount stated above.

Bidder:	Signature and Title: Director of Contracts	Date:	12/4/19
SBE/MBE Firm: (Circle one or both)	Signature and Title: Cathy Abernathy managing partner	Date:	12/4/19

REQUIRED FORM 6

Provide the names and addresses of each certified installer/subcontractor by geographical area.

In North America, U.S. Territories and Outlying Areas, Herman Miller products are distributed through a network of over 110 Authorized and Certified Dealers, with almost 230 locations. They provide both products and services and are committed to meeting our quality standards. You can see a list of Herman Miller dealers in your area by visiting www.hermanmiller.com/dealers.

REQUIRED FORM 10 – ENVIRONMENTAL PURCHASING RESPONSES

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

Companies shall complete and submit the form below regarding the products or supplies required to perform the Services.

Question	Response
Recycled Content. Products must contain a certain percentage of recycled content. Please include the amount of recycled content, both pre- and post-consumer, included in your product.	Herman Miller's Design for Environment protocol focuses on maintaining our high standards while incorporating increasingly more environmentally sustainable materials into our new product designs. Our goal is to maximize the amount of recycled content and recyclability of a product at the end of its useful life. For more information on recycled content for products, please refer to please refer to the "Environmental Calculator" (ecomedes) on our website: hermanmiller.ecomedes.com.
Recyclability. Please include the types of materials included in your product, and if they are considered recyclable in typical municipal recycling streams.	For recyclability percentages of specific products, please refer to please refer to the "Environmental Calculator" (ecomedes) on our website: hermanmiller.ecomedes.com.
Biodegradability. Products must be capable of decomposing under natural conditions. Please state whether each Product offered in your proposal is biodegradable.	Our products are not biodegradable.
Compostability. Products must be capable of composting at a commercial composting facility. Please state whether each product offered in your proposal is compostable.	Not Applicable to our products. For many years, we have reported to the EPA WasteWise program with a focus on diverting materials from a landfill----including composting. Our most current 2019 reporting indicated 387.75 tons (775,504 pounds) of material composted. This includes paper towels from bathrooms along with utensils/plates/food waste from our on-site cafeterias.
Energy Consumption. Please include the total amount of energy consumed for product or service manufacture, use and disposal. Different sources of energy are associated with different environmental impacts.	We use processes that eliminate waste from our facilities, borrow the water we need and manage it well, reduce energy intensity, and use renewable forms of energy. In FY2017, Herman Miller consumed 96,600 Megawatt hours or $42.2 Megawatt hours/$ million sales

Energy Efficiency. Products must meet or exceed the Department of Energy (DOE) and Environmental Protection Agency criteria for use of the ENERGY STAR trademark label; or is in the upper 25% of efficiency for all similar products as designated by the U.S. Department of Energy's Federal Energy Management Program.	Not Applicable to our products.
Water Efficiency. Eligible products must meet or exceed the Environmental Protection Agency's WaterSense program or be water-efficient or low-flow fixtures.	Not Applicable to our products.
Low VOCs. Products should contain low or no volatile organic compounds (VOCs). Please indicate any VOC content in each applicable product offered in your proposal.	For VOC content information of specific products, please refer to please refer to the "Environmental Calculator" (ecomedes) on our website: hermanmiller.ecomedes.com.
Reduced Packaging. Please include any efforts made to reduce the packaging of the products included in this proposal.	Larger scale domestic orders allow the use of minimal packaging, such as bulk packaging and blanket wrapping. Bulk packaging examples include stretch wrapping up to 40 worksurfaces or screens to a pallet, thus eliminating an individual box and multiple pieces of protective foam for each product. Another common bulk pack example includes placing up to 48 pieces of cladding in a single box with pallet truck access and a "zip-line" opening to allow easy access at the point of delivery. Blanket wrapping typically involves seating and metal storage products. In this scenario we wrap products in reusable blankets and ship them directly from the plant to the installation site. The transit company brings the blankets back to Herman Miller for a closed-loop packaging reuse system. Bulk packaging and blanket wrapping not only eliminate the need for corrugated boxes, foams and plastics, but typically increase unloading time by 25% or more, with similar savings in disposal reduction and transit efficiency.
Pollution Prevention. Please state your company's policy on source reduction. The Pollution Prevention Act defines source reduction to mean any practice that: (1) Reduces the amount of any hazardous substance, pollutant or contaminant entering any waste stream or	**Herman Miller Safety and Sustainability Policy** **At Herman Miller, we approach safety and sustainability two ways.** From the top down, we set goals for safety and sustainability and make performance to these goals part of our CEO's scorecard.

otherwise released into the environment (including fugitive emissions) prior to recycling, treatment or disposal, and (2) Reduces the hazards to public health and the environment associated with the release of such substances, pollutants or contaminants. The term includes: equipment or technology modifications, process or procedure modifications, reformulation or redesign of products, substitution of raw materials, and improvements in housekeeping, maintenance, training or inventory control.	From the bottom up, we empower people with a passion for wellness and responsibility to lead by example and through organized programs. These approaches meet in the middle, always striving to improve through commitments to: **Living, Working, and Being Safe** Promoting safety knowledge, well-being both at work and at home, and the prevention of injuries and ill health. **Being Resource Smart** Acting on the **prevention of pollution**, the elimination of all forms of waste, and the efficient use of all resources. **Being Eco Inspired** Advocating for better, more sustainable products with safer material chemistry. **Being Community Driven** Sharing best practices with all stakeholders and going beyond compliance with regulations and other requirements.
Life Cycle Management. Please state how many times your product may be reused. (Since reusable products generally require more upfront costs than disposable products, they are often subjected to a cost/benefit analysis in order to determine the life cycle cost).	As part of our Design for the Environment process, life cycle impacts are considered when making material choices. Additionally, full life cycle assessments (LCAs) have been conducted for major product categories/product lines. Herman Miller has been using LCAs since 2006 to identify the potential environmental impacts of our products. We perform life cycle analysis specifically according to ISO documents 14040 and 14044 and we conform to the most recent respective Product Category Rules for Environmental Product Declarations (EPDs). EPDs are now available for the majority of our performance seating products.
End of Life Management. Will the manufacturer or designee accept the product back at the end-of-life? (who pays for the transportation of the product may be situation-specific).	The Herman Miller rePurpose program is an industry-leading resource for managing surplus corporate assets, including furniture, equipment, and supplies. By employing a thoughtful combination of resale, recycling, and donation on each project, rePurpose ensures assets reach their best destination. The rePurpose program is a single-source approach, which saves time and money, eliminates liability, and keeps 99 percent of product out of landfills. Fees for rePurpose vary based on size and scope.

EXHIBIT D – FEDERAL CONTRACT TERMS AND CONDITIONS

This Exhibit is attached and incorporated into the Furniture, Installation, and Related Products and Services (the "Contract") between the City of Charlotte and Herman Miller, Inc. (the "Company"). Capitalized terms not defined in this Exhibit shall have the meanings assigned to such terms in the Contract. In the event of a conflict between this Exhibit and the terms of the main body of the Contract or any other exhibit or appendix, the terms of this Exhibit shall govern.

1. **Debarment and Suspension**. The Company represents and warrants that, as of the Effective Date of the Contract, neither the Company nor any subcontractor or subconsultant performing work under this Contract (at any tier) is included on the federally debarred bidder's list listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." If at any point during the Contract term the Company or any subcontractor or subconsultant performing work at any tier is included on the federally debarred bidder's list, the Company shall notify the City immediately. The Company's completed Form 8 – Vendor Debarment Certification is incorporated herein as Form D.1 below.

2. **Record Retention**. The Company certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The Company further certifies that it will retain all records as required by 2 CFR § 200.333 for a period of three (3) years after it receives City notice that the City has submitted final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

3. **Procurement of Recovered Materials**. The Company represents and warrants that in its performance under the Contract, the Company shall comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

4. **Clean Air Act and Federal Water Pollution Control Act**. The Company agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

5. **Energy Efficiency**. The Company certifies that the Company will be in compliance with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

6. **Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)**. The Company certifies that:

   6.1. No federal appropriated funds have been paid or will be paid, by or on behalf of the Company, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal Loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of and Federal contract, grant, loan, or cooperative agreement.

6.2. If any funds other than federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the Company shall complete and submit Standard Form—LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96)].

6.3. The Company shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

6.4. The Company's completed Form 9 –Byrd Anti-Lobbying Certification is incorporated herein as Form D.2 below.

7. **Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708)**. If the Contract is in excess of $100,000 and involves the employment of mechanics or laborers, the Company must comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, the Company is required to compute the wages of every mechanic and laborer on the basis of a standard work week of forty (40) hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of forty (40) hours in the work week. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or purchases of transportation or transmission of intelligence.

8. **Right to Inventions**. If the federal award is a "funding agreement" under 37 CFR 401.2 and the City wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment of performance or experimental, developmental or research work thereunder, the City must comply with 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

9. **DHS Seal, Logo, and Flags.** The Company shall not use the Department of Homeland Security ("DHS") seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.

10. The Federal Government is not a party to this Contract and is not subject to any obligations or liabilities to the City, Company, or any other party pertaining to any matter resulting from the Contract.

11. **Davis-Bacon Act, as amended (40 U.S.C. 3141-3148).** In its performance under the Contract, the Company shall comply with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, the Company is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, the Company is required to pay wages not less than once a week.

12. **Copeland "Anti-Kickback" Act (40 U.S.C. 3145)**. In its performance under the Contract, the Company shall comply with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that the Company is prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

13. **Equal Employment Opportunity**. In its performance under the Contract, the Company shall comply with the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

REQUIRED FORM 8 – CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

The bidder, contractor, or subcontractor, as appropriate, certifies to the best of its knowledge and belief that neither it nor any of its officers, directors, or managers who will be working under the Contract, or persons or entities holding a greater than 10% equity interest in it (collectively "Principals"):

1. Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any or state department or agency in the United States;
2. Have within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state anti-trust or procurement statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are presently indicted for or otherwise criminally or civilly charged by a government entity, (federal, state or local) with commission of any of the offenses enumerated in paragraph 2 of this certification; and
4. Have within a three-year period preceding this application/proposal had one or more public transactions (federal, state or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award or in some instances, criminal prosecution.

Ξ **I hereby certify as stated above:**

Jay Lanenga
(Print Name)

Signature

Director of Commercial Contracts
Title

7-30-19
Date

☐ **I am unable to certify to one or more the above statements. Attached is my explanation. [Check box if applicable]**

(Print Name)

Signature

Title

Date

REQUIRED FORM 9 – BYRD ANTI-LOBBYING CERTIFICATION

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of and Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form—LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96)].
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including all subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction by 31 U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Herman Miller Inc. (the "Company") certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Company understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

Jay Lanenga
(Print Name)

Authorized Signature

7-30-19
Date

Herman Miller Inc.
Company Name

855 East Main Avenue
Address

Zeeland, Michigan 49464
City/State/Zip

CERTIFICATE OF LIABILITY INSURANCE

Attachment 2

DATE (MM/DD/YYYY) 12/6/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY ANO CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMENO, EXTENO OR ALTER THE COVERAGE AFFOROEO BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE OOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, ANO THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an AODITIONAL INSURED, the policy(ies) must have ADDITIONAL INSUREO provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Carolyn Schultz
Arthur J. Gallagher Risk Management Services, Inc. 300 Ottawa NW, Suite 301 Grand Rapids MI 49503	PHONE (A/C, No, Ext): 616-233-0910 FAX (A/C, No): 616-233-0923 E-MAIL ADDRESS: carolyn_schultz@ajg.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : The Travelers Indemnity Company of CT	25682
INSURER B : Standard Fire Insurance Company	19070
INSURER C : Everest National Insurance Company	10120
INSURER D :	
INSURER E :	
INSURER F :	

INSURED HERMMIL-02
Herman Miller, Inc
855 E Main Ave.
Zeeland, MI 49464

COVERAGES **CERTIFICATE NUMBER:** 150310746 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY [X] PRO-JECT [ ] LOC OTHER:	Y		HC2EGLSA-475M286A-19	6/1/2019	6/1/2020	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 2,000,000 $ 1,000,000 $ Excluded $ 1,000,000 $ 25,000,000 $ 4,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			HC2ECAP-475M2858-19	6/1/2019	6/1/2020	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BOOILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 2,000,000 $ $ $ $
C	X UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [X] RETENTION $ 10,000			XC8EX0D052191	6/1/2019	6/1/2020	EACH OCCURRENCE AGGREGATE $	$ 1,000,000 $ 1,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBEREXCLUDED? [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		HC2CUB-475M2650-19	6/1/2019	6/1/2020	X PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Contract #2020000622

City of Charlotte shall shown as additional insured solely with respect to general liability coverage per form CG D4 11 (designated person or organization) as evidenced herein as required by written contract with respect to work performed by the named insured. General liability coverage is primary/non contributory basis per forms CGT100. The Producer will endeavor to mail 30 days written notice to the Certificate Holder named on the certificate if any policy listed on the certificate is cancelled prior to the expiration date. Failure to do so shall impose no obligation or liability of any kind upon the Producer or otherwise alter the policy terms.

CERTIFICATE HOLDER

City of Charlotte
600 East 4th street 9th Floor
Charlotte NC 28202

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Agenda Item 4.13

STAFF REPORT

CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Agreement with the County of Alameda for Fiscal Year 2023-24 for Additional Library Services

Prepared by: Jackie Dwyer, Parks & Community Services Director

EXECUTIVE SUMMARY:

The City Council will consider approving an agreement with the County of Alameda to provide 23 hours of library services per week at the Dublin Public Library for Fiscal Year 2023-24. These hours are in addition to the County's base service level of 28 hours per week. There is no change in the number of hours from the Fiscal Year 2022-23 Agreement.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving an Agreement with the County of Alameda for Additional Library Services for Fiscal Year 2023-24.

FINANCIAL IMPACT:

The City's cost to fund 23 additional operating hours of library services during Fiscal Year 2023-24 is $638,400. This amount has been included in the Fiscal Year 2023-24 Budget.

DESCRIPTION:

Through an operational agreement executed in October 2002, the County of Alameda operates library-related activities in the Dublin Library building. It also provides equipment related to the general operation of the Library while the City owns and maintains the building. On an annual basis, the City and County enter into an agreement for operational hours.

The County of Alameda provides a base service level of 28 weekly operating hours. The City of Dublin has consistently provided funding to the County of Alameda to extend the number of hours the Library is open to the public. As proposed, the City would continue to provide funding for an additional 23 operating hours per week, excluding County-observed holidays, for a total of 51

operating hours per week. This number of hours has remained the same since Fiscal Year 2016-17.

During Fiscal Years 2019-20 and 2020-21, the City's actual costs were reduced in proportion to the reduction of operating hours available to the public due to the COVID-19 pandemic, and the County of Alameda opted to waive the typical annual increase of 5 percent. The Library returned to its regular operating hours on September 19, 2021, and has operated at 51 hours per week since then.

The Library adjusts its funding request as needed to account for changes related to staffing and operational costs. For Fiscal Year 2023-2024, there is no increase anticipated from Fiscal Year 2022-2023. The table below provides a five-year history of City funding levels for additional Library services.

Table 1: FIVE-YEAR HISTORY OF ADDITIONAL HOURS AND FUNDING LEVEL

Fiscal Year	Number of Hours	Funding Level	Actual Funding
2022-2023	23	$638,400	$638,400
2021-2022	23	$608,932	$570,874
2020-2021	23	$608,932	$494,757
2019-2020	23	$608,932	$456,699
2018-2019	23	$579,936	$579,936

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving an Agreement with the County of Alameda for Additional Library Services for Fiscal Year 2023-24
2) Exhibit A to the Resolution – Agreement Between the City of Dublin and the County of Alameda for Additional Library Services for Fiscal Year 2023-24

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING AN AGREEMENT WITH COUNTY OF ALAMEDA FOR ADDITIONAL LIBRARY SERVICES FOR FISCAL YEAR 2023-24

WHEREAS, the County of Alameda provides funding for a base level of 28 hours of service per week for Library Services, excluding County-observed holidays, at the Dublin Branch of the Alameda County Library system; and

WHEREAS, the City of Dublin proposes to fund an additional 23 hours of service a week in the amount of $638,400 for Fiscal Year 2023-24, excluding County-observed holidays, for a total of 51 open hours per week; and

WHEREAS, funding will be appropriated in the Fiscal Year 2023-24 Budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin hereby approves the Agreement with the County of Alameda for Additional Library Services for Fiscal Year 2023-24, attached hereto as **Exhibit A.**

PASSED, APPROVED AND ADOPTED this 6th day of June 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

AGREEMENT BETWEEN THE CITY OF DUBLIN AND COUNTY OF ALAMEDA FOR ADDITIONAL LIBRARY SERVICES FISCAL YEAR 2023-24

The County of Alameda and the City of Dublin enter into this Agreement as Follows:

WHEREAS, current funding levels for County Library services limit the number of open hours per week at the Dublin Branch of the Alameda County Library system; and

WHEREAS, the citizens of Dublin wish to have the Dublin Branch Library open more than the County-funded hours per week; and

WHEREAS, the Dublin City Council has authorized funding for the increases in staffing and utility costs required to open the Dublin Branch an average of 23 additional hours per week for a total of 51 open hours per week: therefore,

The City of Dublin and the County of Alameda agree to provide an average of 23 additional hours per week of Library services at the Dublin Branch of the Alameda County Library system, subject to the following terms and conditions.

TERMS AND CONDITIONS

1) Time Period: This agreement will be in effect from July 1, 2023, to June 30, 2024.

2) Services Described: During the period specified above, the County agrees to provide 23 additional open hours per week of library service at the Dublin Branch Library, excluding County observed holidays, in order to maintain a total weekly schedule of open hours at the Dublin Branch Library at 51 hours per week.

3) Payments: The City of Dublin agrees to pay the County of Alameda $638,400 in four (4) quarterly installments as follows:

September 30, 2023,	$159,600.00
December 31, 2023,	$159,600.00
March 31, 2024,	$159,600.00
June 30, 2024,	$159,600.00

Payments shall be due and payable upon receipt of quarterly billing statements in conjunction with the dates stated above. In addition to the amounts stated above, interest of 5 percent / month shall be payable, for any payment which is more than 30 days overdue.

4) Extension: All terms and conditions of this agreement may be extended, by mutual written agreement, on a year-to-year basis or as otherwise agreed to by the parties, provided the amount paid by the City of Dublin to the County of Alameda is adjusted annually to reflect increases/decreases to the costs connected with providing the services.

5) Periodic Activity Reports: Activity reports will be provided by the County Librarian to the designated City Staff on a quarterly basis to coincide with the issuance of quarterly billing statements. Dublin City Council or City Staff may request additional reports or presentations at any time.

6) Option to Terminate or Renegotiate Agreement: In the event that either party determines that it no longer has sufficient funding or staffing to meet the obligations of this agreement, that party may terminate or renegotiate this Agreement by giving at least thirty (30) days written notice.

7) Liability:

a) No persons engaged in the performance of services and functions under this Agreement shall be considered City employees or gain rights to City pension, Civil service, or other City employment status or right by way of this Agreement.

b) The City shall not be called upon to assume any liability for the direct payment of any salary, wage, or other compensation to any County personnel performing services hereunder for the City, or any liability other than that provided for in this Agreement.

Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his/her employment.

c) The County will assume liability and pay cost of defense and hold the City harmless from loss, costs, or expenses caused by the negligent or wrongful act or omission of County officers, agents, and employees occurring in the performance of agreements between the parties hereto to the extent that such liability is imposed on the City by the provisions of Section 895.2 of the Government Code of the State of California.

d) The County will, at its own cost and expense, procure insurance for its Library events held in the Dublin Library Parking Lot area in entirety in connection with this agreement. The County will furnish insurance certificates to City prior to the event date.

e) The City will assume liability and pay costs of defense and hold the County harmless from loss, costs, or expenses caused by the negligent or wrongful act or omission of City officers, agents, and employees occurring in the performance of agreements between the parties hereto to the extent that such liability is imposed on the County by the provisions of Section 895.2 of the Government Code of the State of California.

f) The provisions of this paragraph shall apply only to liability arising out of the

performance by the Parties of their obligations under this Agreement.

8) Notices: Notices pertaining to this agreement shall be sent to the following:

CITY:

City Manager
CITY OF DUBLIN
100 Civic Plaza
Dublin, CA 94568

COUNTY:

President, Board of Supervisors
COUNTY OF ALAMEDA
Administration Building
1221 Oak Street
Oakland, CA 94612

County Librarian
ALAMEDA COUNTY LIBRARY
2450 Stevenson Boulevard
Fremont, CA 94538

IN WITNESS WHEREOF:

The parties hereto have executed this Agreement the day and year first above written, and County has hereunto caused its corporate name to be signed by its President of the Board of Supervisors, who is hereunto duly authorized the day and year first above written.

CITY OF DUBLIN

By: _____
Mayor
City of Dublin
State of California

Date: _____

ATTEST:

By: _____
City Clerk

APPROVED AS TO FORM

By: _____
City Attorney

COUNTY OF ALAMEDA

By: _____
President of the Board of Supervisors
County of Alameda
State of California

Date: _____

By: _____
Clerk of the Board of Supervisors

APPROVED AS TO FORM

By: _____
Deputy County Counsel

DUBLIN LIBRARY
FY 2023-24 Projected Budget

EXPENSES:	
Branch Personnel (18.65 FTE)	$1,903,229
Services & Supplies	$525,000
*All other Direct Cost	$1,966,819
Total Direct Costs (Sub Total)	$4,395,048
**Admin. Cost	$1,201,716
GRAND TOTAL	$5,596,764

*Direct Cost include share of Material costs, ITD cost and cost of Learning Group Services (Bookmobile: Literacy: Senior Services and Services to those with Disability)
**System Wide Support includes the shared cost of Administration.

REVENUE:		
County Library Property Tax (Collection in Dublin)	$4,897,498	(28 Base Hours)
City Contract	$638,400	(23 Add. Hours)
Other County Library Funds	$60,866	
GRAND TOTAL	$5,596,764	

Agenda Item 4.15

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Agreement with Livermore Pleasanton Umpires Association for Sports Officiating Services
Prepared by: Bridget Amaya, Assistant Parks & Community Services Director

EXECUTIVE SUMMARY:

The City Council will consider a service agreement with Livermore Pleasanton Umpires Association to provide officiating services for youth and adult basketball and softball leagues.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving an Agreement with Livermore Pleasanton Umpires Association for Sports Officiating Services.

FINANCIAL IMPACT:

Award of the contract with Livermore Pleasanton Umpires Association will result in a cost not to exceed $158,378 through June 30, 2025, which includes $137,720 for current officiating plus a 15% contingency of $20,658 for additional games as needed. Staff anticipates approximately $68,860 will be spent in Fiscal Year 2023-24, depending on league registrations. There is sufficient funding in the 2023-24 Budget to fund the agreement through June 30, 2024. The future budget process will include funding for the subsequent fiscal year.

DESCRIPTION:

The City contracts with vendors to provide officiating services for City-run leagues. A Request for Proposals (RFP) was released and posted to the City's website on April 11, 2023, and closed on April 25, 2023. Staff also distributed the RFP to five known vendors that provide officiating services. One qualified proposal was received from Livermore Pleasanton Umpires Association by the deadline. A second proposal was submitted but was incomplete.

Table 1: Livermore Pleasanton Umpires Association Bid Per Game

	Years 1&2
Adult Basketball 5-on-5 (2 Officials)	130.00
Youth Basketball League (2 Officials)	110.00
Youth Basketball League (1 Official)	55.00
Adult Softball League (2 Umpires)	70.00
Adult Softball League (1 Umpire)	35.00

After reviewing the proposal, Staff is recommending a service agreement with Livermore Pleasanton Umpires Association expiring on June 30, 2025. Staff has determined that Livermore Pleasanton Umpires Association is a qualified vendor based on its overall experience officiating adult and youth sports since 1973 and knowledge and experience working with neighboring city leagues and high schools.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

A copy of the Staff Report was distributed to RFP submitters, and the City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving Agreement with Livermore Pleasanton Umpires Association for Sports Officiating Service
2) Exhibit A to the Resolution – Agreement Between the City of Dublin and Livermore Pleasanton Umpires Association
3) Proposal – Livermore Pleasanton Umpires Association
4) Request for Proposal

RESOLUTION NO. XX - 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING AN AGREEMENT WITH LIVERMORE PLEASANTON UMPIRES ASSOCIATION FOR SPORTS OFFICIATING SERVICES

WHEREAS the City of Dublin requires sports officiating services for adult and youth sports leagues; and

WHEREAS Staff issued a Request for Proposals (RFP) for officiating services and received two proposals by the deadline on April 25, 2023: and

WHEREAS, after reviewing the submitted proposals, one proposal was incomplete, and Livermore Pleasanton Umpires Association was determined to be a qualified vendor; and

WHEREAS Livermore Pleasanton Umpires Association is prepared to complete the work outlined in the Scope of Services section of the agreement attached hereto as **Exhibit A**.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the agreement with Livermore Pleasanton Umpires Association attached hereto as **Exhibit A** in an amount not to exceed $158,378 through June 30, 2025.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the agreement and may make any necessary change to carry out the intent of this Resolution.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

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CONTRACTOR SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND LIVERMORE PLEASANTON UMPIRES ASSOCIATION

THIS AGREEMENT for Sports Officiating services is made by and between the City of Dublin ("City") and Livermore Pleasanton Umpires Association ("Contractor") (together sometimes referred to as the "Parties") as of July 1, 2023 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Contractor shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2025, and Contractor shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Contractor to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Contractor and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Contractor for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Contractor shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Contractor is engaged.

1.3 Assignment of Personnel. Contractor shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Contractor shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Contractor shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Contractor's obligations hereunder.

1.5 [Intentionally Deleted]

1.6 [Intentionally Deleted]

Section 2. COMPENSATION. City hereby agrees to pay Contractor a sum not to exceed $158,378 notwithstanding any contrary indications that may be contained in Contractor's proposal, for services to be

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performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Contractor's proposal, attached as Exhibit B, regarding the amount of compensation, the Agreement shall prevail. City shall pay Contractor for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Contractor for services rendered pursuant to this Agreement. Contractor shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Contractor shall not bill City for duplicate services performed by more than one person.

Contractor and City acknowledge and agree that compensation paid by City to Contractor under this Agreement is based upon Contractor's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Contractor. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Contractor and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 **Invoices.** Contractor shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. No individual performing work under this Agreement shall bill more than 2,000 hours in a fiscal year unless approved, in writing, by the City Manager or his/her designee. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- A copy of the applicable time entries or time sheets shall be submitted showing the following:
    - Daily logs of total hours worked by each individual performing work under this Agreement
    - Hours must be logged in increments of tenths of an hour or quarter hour
    - If this Agreement covers multiple projects, all hours must also be logged by project assignment
    - A brief description of the work, and each reimbursable expense
- The total number of hours of work performed under the Agreement by Contractor and each employee, agent, and subcontractor of Contractor performing services hereunder;
- The Contractor's signature;
- Contractor shall give separate notice to the City when the total number of hours worked by Contractor and any individual employee, agent, or subcontractor of

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Contractor reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Contractor and City. Such notice shall include an estimate of the time necessary to complete work described in Exhibit A and the estimate of time necessary to complete work under any other agreement between Contractor and City, if applicable.

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Contractor.

2.3 **Final Payment.** City shall pay the last 10% of the total sum due pursuant to this Agreement within 60 days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.

2.4 **Total Payment.** City shall pay for the services to be rendered by Contractor pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Contractor in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Contractor submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Contractor on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.6 **[Intentionally Deleted]**

2.7 **Payment of Taxes.** Contractor is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Contractor terminates this Agreement pursuant to Section 8, the City shall compensate the Contractor for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Contractor shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 **Authorization to Perform Services.** The Contractor is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

2.10 **Liquidated Damages.** Failure of Contractor to respond to problems referred to it by City within the time limits established in Subsection 1.2 of this Agreement shall result in liquidated damages as set forth in Exhibit A.

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Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Contractor shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Contractor only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein. Contractor shall make a written request to City to use facilities or equipment not otherwise listed herein.

City shall furnish physical facilities including gymnasium and athletic fields. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

3.1 Safety Requirements. In accordance with generally accepted construction practices and state law, Contractor shall be solely and completely responsible for conditions on the jobsite, including safety of all persons and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours.

Contractor shall take all necessary precautions and provide all necessary safeguards to prevent personal injury and property damage. Contractor shall provide protection for all persons including, but not limited to, its employees and employees of its subcontractors; members of the public; and employees, agents, and representatives of the City and regulatory agencies that may be on or about the work.

The services of the City in conducting review and inspection of Contractor's performance is not intended to include review of the adequacy of Contractor's work methods, equipment, bracing or scaffolding, or safety measures, in, on, or near any Contractor jobsite.

All work and materials shall be in strict accordance with all applicable state, city, county, and federal rules, regulations and codes, with specific attention to the United States Department of Labor Occupational Health and Safety Administration (OSHA) requirements. Contractor shall be solely responsible for compliance with all city, county, and state explosive transport, storage, and blasting requirements and for any damages caused by such operations.

Contractor is hereby informed that work on City property could be hazardous. Contractor shall carefully instruct all personnel working on City property that all conditions of the property are potentially hazardous work areas as to potential dangers and shall provide such necessary safety equipment and instructions as are necessary to prevent injury to personnel and damage to property. Special care shall be exercised relative to work underground.

In addition to complying with all other safety regulations, Contractor shall abide by any and all other City requirements contained in any specifications, special conditions or manuals, which shall be made available by City upon request.

Contractor shall provide and maintain all necessary safety equipment such as fences, barriers, signs, lights, walkways, guards, and fire prevention and fire-fighting equipment

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and shall take such other action as is required to fulfill its obligations under this section. It is the intent of the City to provide a safe working environment under normal conditions. CONTRACTOR IS ADVISED THAT CITY'S OPERATIONS AND PROPERTY ARE INHERENTLY HAZARDOUS BECAUSE OF CONDITIONS SUCH AS CONFINED SPACES, POTENTIALLY EXPLOSIVE ATMOSPHERES, AND POSSIBLE EXPOSURE TO PATHOGENS.

Contractor shall maintain all portions of the jobsite in a neat, clean, and sanitary condition at all times. If required by the City, toilets shall be furnished by Contractor where needed for use of its employees and their use shall be strictly enforced. Contractor shall not use the City's existing sanitary facilities, unless previously authorized by the City.

Contractor shall keep adequate first aid facilities and supplies available and instruction in first aid for its employees shall be given.

City reserves the right to require that Contractor bring onto the project or engage the services of a licensed safety engineer at any time during the term of this Agreement. If Contractor does not have a licensed safety engineer on staff, then City may require that Contractor engage a subcontractor or subconsultant as the project's safety engineer. Contractor shall bear all costs in connection with meeting the requirements of this section.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Contractor, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Contractor and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Contractor shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Contractor shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Contractor's bid. Contractor shall not allow any subcontractor to commence work on any subcontract until Contractor has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Contractor shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 [Intentionally Deleted] Worker's Compensation.

4.1.1 [Intentionally Deleted] General Requirements.

4.1.2 [Intentionally Deleted] Submittal Requirements.

4.2 [Intentionally Deleted] Commercial General and Automobile Liability Insurance.

4.2.1 [Intentionally Deleted] General Requirements.

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4.2.2 [Intentionally Deleted] Minimum Scope of Coverage.

4.2.3 [Intentionally Deleted] Additional Requirements.

4.2.4 [Intentionally Deleted] Submittal Requirements.

4.3 All Policies Requirements.

4.3.1 Acceptability of Insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.3.2 Verification of Coverage. Prior to beginning any work under this Agreement, Contractor shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Contractor by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Contractor beginning work, it shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.3.3 Deductibles and Self-Insured Retentions. Contractor shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.3.4 Wasting Policies. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.3.5 Endorsement Requirements. Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.3.6 Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.4 Remedies. In addition to any other remedies City may have if Contractor fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which

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are alternatives to other remedies City may have and are not the exclusive remedy for Contractor's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;

- Order Contractor to stop work under this Agreement or withhold any payment that becomes due to Contractor hereunder, or both stop work and withhold any payment, until Contractor demonstrates compliance with the requirements hereof; and/or

- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONTRACTOR'S RESPONSIBILITIES. Contractor shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers from and against any and all liability, loss, damage, claims, expenses, and costs (including without limitation, attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Contractor's performance of the Services or its failure to comply with any of its obligations contained in this Agreement, except such Liability caused by the sole negligence or willful misconduct of City.

The Contractor's obligation to defend and indemnify shall not be excused because of the Contractor's inability to evaluate Liability or because the Contractor evaluates Liability and determines that the Contractor is not liable to the claimant. The Contractor must respond within 30 days, to the tender of any claim for defense and indemnity by the City, unless this time has been extended by the City. If the Contractor fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due the Contractor under and by virtue of this Agreement as shall reasonably be considered necessary by the City, may be retained by the City until disposition has been made of the claim or suit for damages, or until the Contractor accepts or rejects the tender of defense, whichever occurs first.

Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to time, such duties of Contractor to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782.

In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Contractor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Section 6. STATUS OF CONTRACTOR.

6.1 Independent Contractor. At all times during the term of this Agreement, Contractor shall be an independent contractor and shall not be an employee of City. This Agreement shall

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not be construed as an agreement for employment. City shall have the right to control Contractor only insofar as the results of Contractor's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement. Contractor further acknowledges that Contractor performs Services outside the usual course of the City's business; and is customarily engaged in an independently established trade, occupation, or business of the same nature as the Contractor performs for the City, and has the option to perform such work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Contractor and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 **Contractor Not an Agent.** Except as City may specify in writing, Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

7.2 **Compliance with Applicable Laws.** Contractor and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Contractor and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Contractor represents and warrants to City that Contractor and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Contractor represents and warrants to City that Contractor and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Contractor and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Contractor shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming

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practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Contractor under this Agreement.

Contractor shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 Termination. City may cancel this Agreement at any time and without cause upon written notification to Contractor.

Contractor may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Contractor shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Contractor delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Contractor or prepared by or for Contractor or the City in connection with this Agreement.

8.2 Extension. City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Contractor understands and agrees that, if City grants such an extension, City shall have no obligation to provide Contractor with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Contractor for any otherwise reimbursable expenses incurred during the extension period.

8.3 Amendments. The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 Assignment and Subcontracting. City and Contractor recognize and agree that this Agreement contemplates personal performance by Contractor and is based upon a determination of Contractor's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Contractor. Contractor may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Contractor shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

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8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Contractor shall survive the termination of this Agreement.

8.6 **Options upon Breach by Contractor.** If Contractor materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Contractor pursuant to this Agreement;

8.6.3 Retain a different contractor to complete the work described in Exhibit A not finished by Contractor; or

8.6.4 Charge Contractor the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Contractor pursuant to Section 2 if Contractor had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Contractor's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Contractor prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Contractor hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Contractor agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 **Contractor's Books and Records.** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Contractor to this Agreement.

9.3 **Inspection and Audit of Records.** Any records or documents that Subsection 9.2 of this Agreement requires Contractor to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to

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the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Venue. In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 Conflict of Interest. Contractor may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Contractor in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Contractor shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Contractor hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Contractor was an employee, agent, appointee, or official of the City in the previous 12 months, Contractor warrants that it did not participate in any manner in the forming of this Agreement. Contractor understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Contractor will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Contractor will be required to reimburse the City for any sums paid to the Contractor.

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written amendment to this Agreement, as provided for herein. Contractor understands and agrees that, if City grants such an extension, City shall have no obligation to provide Contractor with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Contractor for any otherwise reimbursable expenses incurred during the extension period.

10.7 **Solicitation.** Contractor agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.8 **Contract Administration.** This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.9 **Notices.** Any written notice to Contractor shall be sent to:

Livermore Pleasanton Umpires Association
Attention: Patrick Llewellyn
PO Box 10272
Pleasanton, CA 94588

Any written notice to City shall be sent to:
City of Dublin
Attention: Anthony Calvo, Recreation Coordinator
100 Civic Plaza
Dublin, CA 94568

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10.10 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A, B represents the entire and integrated agreement between City and Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule

10.11 **Counterparts and Electronic Signatures**. This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement. Counterparts delivered and/or signatures executed by City-approved electronic or digital means shall have the same force and effect as the use of a manual signature. Both Parties desire this Agreement to be electronically signed in accordance with applicable federal and California law. Either Party may revoke its agreement to use electronic signatures at any time by giving notice to the other Party.

10.12 **Certification per Iran Contracting Act of 2010.** In the event that this contract is for one million dollars ($1,000,000.00) or more, by Contractor's signature below Contractor certifies that Contractor, and any parent entities, subsidiaries, successors or subunits of Contractor are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

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The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN

Linda Smith, City Manager

Attest:

Marsha Moore, City Clerk

Approved as to Form:

City Attorney

Livermore Pleasanton Umpires Association

DocuSigned by:
Patrick Llewellyn
C9A9994CC3D3439...

Patrick Llewellyn, LPUA Treasurer/Assignor

5370023.1

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EXHIBIT A

SCOPE OF SERVICES

- Provide officials that are trained and qualified to perform services and duties required to officiate basketball and softball games.
- Softball officials must be certified in Amateur Softball Association (ASA/USA) rules.
- Basketball officials must be certified in California Interscholastic Federation (CIF) rules.
- Provide officiating services for the Adult Basketball (5-on-5) leagues consisting of two officials for each game (standard).
- Provide officiating services for the Youth Basketball leagues consisting of one official for each game (as requested).
- Provide officiating services for the Youth Basketball leagues consisting of two officials for each game (standard).
- Provide officiating services for the Adult Softball leagues consisting of one umpire for each game (standard).
- Provide officiating services for the Adult Softball leagues consisting of two umpires for each game (as requested).
- Officials must arrive in uniform a minimum of 15 minutes prior to each game's start time.
- Officials must inspect the field or court prior to the game for safety.
- Officials must inspect equipment prior to playing for safety and rules compliance.
- Officials must sign result sheets at the end of each game.
- Officials must work effectively with City Staff.

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EXHIBIT B
COMPENSATION SCHEDULE

SPORTS OFFICIATING SERVICES FEES **July 1, 2023 – June 30, 2025)**	
LEAGUE:	**PER GAME FEE:**
Adult Basketball League Games (5-on-5) Officiating fees (2 officials per game)	**$130.00**
Youth Basketball League Games Officiating fees (2 officials per game)	**$110.00**
Youth Basketball League Games Officiating fees (1 official per game)	**$55.00**
Adult Softball League Officiating fees	**$70.00**
Contingency	**$10,329.00**
Total Per Year	**$79,189.00**

City of Dublin RFP for Officiating Services

Cover Letter

Livermore Pleasanton Umpires Association (LPUA) has provided umpires and other sports officials for numerous high schools, youth leagues, and cities since 1973 and is committed to providing the best officials possible. We are a 5013c nonprofit with a board of directors to ensure that we stay aligned with our mission and goals. We are committed to providing officials for your City and performing all work necessary to achieve this.



Patrick Llewellyn

LPUA Assignor/ Treasurer

(925) 699-3620

Fblou88@sbcglobal.net

2. Qualifications

LPUA currently provides umpires and officials for the following organizations and groups.

EBAL High School Softball Umpires- 10 Varsity and JV Teams

Coast Conference Community College Softball Umpires: Ohlone College, College of San Mateo, Chabot College, Hartnell College, San Jose City College, Monterey Peninsula College, Cabrillo College, and West Valley College

Pleasanton Girls Softball Umpires: Recreation softball league ages 8-18

Livermore Girls Softball Umpires: Recreation softball league ages 8-18

Dublin Little League Softball Umpires: Recreation softball league ages 8-18

LARPD Slow Pitch Softball

Town of Danville Slow Pitch Softball

City of San Ramon Slow Pitch Softball

City of Pleasanton Slow Pitch Softball

Dublin Unified Middle School Basketball Officials

Pleasanton Unified Middle School Basketball Officials

Various CYO/ AAU Tournaments Basketball Officials

All officials that officiate for LPUA must meet and pass the following trainings and certifications based on the level they work: USA/ASA Softball, USSSA Softball, NFHS/CIF, NCAA, AAU.

3. References

Edwin Tse: City of San Ramon 925-973-3326. Have provided adult softball umpires for their various leagues since 2021

Vicki Wiedenfeld- LARPD 925-373-5709. Have provided adult softball umpires for their various leagues since the mid 1990’s

Leo Lopoz EBAL Commissioner 925-852-8760. Have provided softball umpires for their high school teams since the late 1970’s

4. Key Staff Members

Patrick Llewellyn- Assignor/ Treasurer Key Point of Contact

Kevin Bouey, Ron Fragulia, Dan Fahey, Brian Jensen, Jerry Pense- Board of Directors

Roster of Softball Umpires:

Edward Alvarez: NCAA D2/ Varsity, Slow Pitch USA/ NFHS/NCAA Certified- 13 Years Experience

Mark Alvarez: Varsity, Slow Pitch USA/ NFHS Certified- 20 Years Experience

Kevin Bouey NCAA/ Varsity, Slow Pitch USA/ NFHS/NCAA Certified- 30 Years Experience

Pete Cordova: Slow Pitch USA/USSSA Certified- 40 Years Experience

Paul Delanda: NCAA / Varsity, Slow Pitch USA/ NFHS/NCAA Certified- 40 Years Experience

Mike Demartini: Varsity, Slow Pitch USA/ NFHS/Certified- 20 Years Experience

Steve Depetris: NCAA / Varsity, Slow Pitch USA/ NFHS/NCAA Certified- 25 Years Experience

Dan Fahey: Varsity, Slow Pitch USA/ NFHS/ Certified- 15 Years Experience

Ron Fragulia: Varsity, Slow Pitch USA/ NFHS Certified- 13 Years Experience

Tom Halpin: Varsity, Slow Pitch USA/ NFHS Certified- 6 Years Experience

Brian Jensen: Varsity, Slow Pitch USA/ NFHS Certified- 13 Years Experience

Chris Keating: NCAA D1/ Varsity, Slow Pitch USA/ NFHS/NCAA Certified- 18 Years Experience

Candice Kofsky: Slow Pitch USA Certified- 3 Years Experience

Mike Kruger: Varsity, Slow Pitch USA/ NFHS Certified- 10 Years Experience

Patrick Llewellyn: NCAA D1/ Varsity, Slow Pitch USA/ NFHS/NCAA Certified- 10 Years Experience

Don Mackay: Slow Pitch USA/ USSSA Certified- 7 Years Experience

Mike Mckee: Varsity, Slow Pitch USA/ NFHS Certified-8 Years Experience

John Morris: NCAA D2/ Varsity, Slow Pitch USA/ NFHS/NCAA Certified- 9 Years Experience

Jerry Pense: NCAA D2/ Varsity, Slow Pitch USA/ NFHS/NCAA Certified- 17 Years Experience

Len Rossi: NCAA D2/ Varsity, Slow Pitch USA/ NFHS/NCAA Certified- 40 Years Experience

Gary Starkey: Varsity, Slow Pitch USA/ NFHS Certified- 20 Years Experience

Ric Valdix: Varsity, Slow Pitch USA/ NFHS Certified- 30 Years Experience

Five first year umpires who have passed USA Slow Pitch Certification

Roster of Basketball Officials:

Kevin Bouey: NFHS/AAU

Eric Demartini: NFHS/ AAU

Mike Demartini: NFHS/ AAU

Jeff Greenhagen: NFHS/AAU

Ray Gutierrez: NFHS/AAU

Tom Halpin: NFHS/AAU

Brian Jensen: NFHS/AAU

Patrick Llewellyn: NFHS/AAU

John Morris: NFHS/AAU

Jerry Pense: NFHS/AAU

Fernando Russell: NFHS/AAU

Fred Salgado: NFHS/AAU

5. Approach to Work

We are no stranger to providing and scheduling umpires for various adult slow pitch leagues. We have found that the best approach for adult slow pitch is 1 umpire per game. Due to a shortage of officials and the high quality of our training and certification process, 1 umpire adequately covers the games and provides savings to the city. We have proven working with other cities and municipalities in the Tri Valley area that we can provide the best officials possible to meet your needs and give a great and safe experience to your participants.

6. BID Form

OFFICIATING SERVICES - BID FORM (due by April 25, 2023)

Name of Organization: Livermore Pleasanton Umpires Association
Contact Person: Patrick Llewellyn
Phone: (925) 699-3620
Email: fblou88@sbcglobal.net
Website: N/A

ADULT SOFTBALL
Total officiating fees for an adult league softball game (two umpires) One Umpire only
Year 1 $ 70/ ump Year 2 $ 70/ ump
Note: Any assigning fees are to be included in the total fee.
This bid is for three calendar years, starting with the contract date.

ADULT BASKETBALL
Total officiating fees for an adult league basketball game (two referees for a 5-on-5 league)
Year 1 $ 130 Year 2 $ 130
Total officiating fees for an adult league basketball game (one referee for a 3-on-3 league or tournament)
Year 1 $ 65 Year 2 $ 65

YOUTH BASKETBALL
Total officiating fees for a youth league basketball game (two referees for 5-on-5 league)
Year 1 $ 110 Year 2 $ 110
Total officiating fees for a youth league basketball game (one referee or one referee paired with City Staff referee)
Year 1 $ 55 Year 2 $ 55
This bid is for three calendar years, starting with the contract date.

LPUA can confirm that they can meet the City's Standard Contractor Agreement and Insurance Requirements.

REQUEST FOR PROPOSALS

Basketball and Softball Officiating Services for Adult and Youth Sports Leagues

City of Dublin

Proposals must be received by: Tuesday, April 25, 2023 by 4:00 p.m.

Liz Elliott, Recreation Supervisor
100 Civic Plaza
City of Dublin, CA 94568

Review and Selection Process

The City reserves the right to make the selection based on its sole discretion. A subcommittee selected by City Staff will evaluate proposals provided in response to this RFP. Informal interviews may be conducted by City staff and may include more than one firm that has submitted a Proposal.

Based on input from this review process, a recommendation will be made to the City Manager. The City Manager will make a recommendation to the City Council for award of contract services.

The City reserves the right to award a contract to the firm(s) that the City feels best meets the requirements of the RFP. The City reserves the right to reject any and all Proposals prior to execution of the Agreement, with no penalty to the City.

DUBLIN

Request for Proposal
Basketball and Softball Officiating Services for Adult and Youth Sports Leagues

Overview

The City of Dublin is seeking service proposals to provide qualified officials for the City's Adult Basketball, Youth Basketball and Adult Softball Leagues.

Project Description:

The City of Dublin (the "City") offers a variety of Adult Basketball, Youth Basketball and Adult Slow-Pitch ASA Softball Leagues throughout the year. Adult Basketball games are typically played on Sundays (afternoons and evenings) and Mondays (evenings). Adult Softball games are typically played on Tuesday and Thursday evenings. Youth Basketball games are played on Saturdays (mornings and afternoons) between January and March of each year.

Scope of Services

- Officials are trained and qualified to perform services and duties required to officiate basketball and softball games.
- Softball officials are certified in Amateur Softball Association (ASA) rules.
- Basketball officials are certified in California Interscholastic Federation (CIF) rules.
- Provide officiating services for Youth Basketball league consisting of two referees for each game.
- Provide officiating services for Adult Basketball league consisting of two referees for each game.
- Provide officiating services for Adult Softball leagues consisting of two games at a time with two umpires for each game.
- Ensure that officials arrive in uniform a minimum of 10 minutes prior to game start time.
- Inspect the field or court prior to the game for safety.
- Inspect equipment prior to play for safety and rules compliance.
- Sign result sheets following games.
- Work effectively with City Staff.

Financial Relationship

- Submitted proposal is required to include the rates charged per game for the scope of services described above.
- The City agrees to pay contractor after services are provided.
- Invoices should be submitted to the City on a monthly basis.
- The City has the right to reject/refuse an invoice that is incorrect or if the service is not provided.
- The City will provide or maintain the supplies and equipment needed for each game (facility, scorekeeper, scoreboard, balls, and first aid supplies).

Process and General Conditions

1. Proposers shall submit one electronic copy by emailed PDF attachment only. Do not submit via Cloud-based systems or link. Submission shall be sent to Liz Elliott at **liz.elliott@dublin.ca.gov** with the following subject line: Submittal for RFP Officiating Services

2. Deadline for submitting the proposal is **Tuesday, April 25, 2023**, at 4:00 p.m.

3. The City will not pay for any costs incurred in preparation and submission of the proposals or in anticipation of a contract. All proposals, as well as any modifications, received after the hour and date specified above, will not be accepted.

Schedule for RFP Process

Tuesday, April 11	Request for Proposals released.
Tuesday, April 18	Deadline to submit questions to City of Dublin
Thursday, April 20	Addendum posted, if required
Tuesday, April 25	Proposals are due no later than 4:00 PM on April 25, 2023.
Tuesday, June 6, 2023	Contractor Services Agreement scheduled for approval by the Dublin City Council

(Tentative dates, subject to change)

RFP Submittal Requirements

Please prepare and organize your Proposal based on the requirements provided below. Any other information you would like to include should be placed in a separated section at the back of your Proposal. Please note however that the RFP submittal is limited to **30 pages maximum** single sided (excluding resumes) and should be submitted in an 8 ½ x 11 formats, in 12-point font. Page limit excludes a table of contents and resumes for Contractor's team.

Interested contractors are requested to submit one PDF electronic copy of their Proposal as follows:

1. Enclose a cover letter not to exceed one page, describing the contractor's interest and commitment to perform work necessary to provide officiating services. The person authorized by the contractor to negotiate a contract with the City of Dublin shall sign the cover letter. Please include this cover letter within document and not as a separate page.

2. State the qualifications and experience of the contractor/individual(s). Please emphasize the specific qualifications and experience with engagements of similar scope and complexity.

3. Provide at least three references (names and current phone numbers) from recent work (previous five years) similar to the services outlined in this request for proposals. Please include a brief description of the work performed and the role performed.

4. List key staff members, including identification of the primary point-of contact. Include each team member's availability and the ability of being able to perform services.

5. Provide an approach to performing the work demonstrating the clear understanding of the requested work.

6. Submit BID form (**Attachment B**) proposed project budget, to include a compensation rate schedule for services.

7. Provide confirmation of ability to meet the City's Standard Contractor Agreement and insurance requirements. The Proposer must maintain all liability insurance, and agree to hold the City of Dublin harmless, consistent with the following: **CONTRACTOR** further agrees to assume all hazards and risks which **CONTRACTOR** may incur in the course of performing this contract and agrees to indemnity and hold the City of Dublin harmless and release the City of Dublin, its officers, employees, agents and participants, from any and all liability for any injury arising out of, or in any way connected with participating in this program. **CONTRACTOR** understands that **CITY** has no accident or Workmen's Compensation insurance for persons performing services as an independent contractor. Exceptions to the Agreement and insurance requirements shall be specifically noted in the Proposal.

8. The Proposer must have adequate experience, financial resources for performance, and staffing to coordinate the officiating services as described during the performance period of the proposed contract.

9. The Proposer must be able to meet the proposed or required performance schedule.

10. The Proposer must enter into an Agreement for services with the City of Dublin.

11. The Proposer must be otherwise qualified and eligible to receive an award under all applicable laws and regulations.

Standard Contractor Services Agreement:

It is anticipated that the services covered by the Agreement resulting from this solicitation will be performed on a time and materials fee basis for a specified scope of work. The term of the agreement will begin **July 1, 2023**.

A sample of the City's Standard Contractor Agreement (Agreement), including insurance requirements, is provided as **Attachment A**.

If the interested firm desires to take exception to the Agreement and/or insurance requirements, the interested firm shall clearly identify proposed changes to the Agreement and furnish the reason for these changes, which shall be included in the proposal. Exceptions will be taken into consideration in evaluating Proposals. Otherwise, the interested contractor is to state in the proposal that the Agreement and insurance requirements are acceptable.

Consideration for exceptions will not be considered if not included in the submitted proposal.

Conflict of Interest

Proposer agrees that, for the term of this contract, no member, officer or employee of the City of Dublin, or of a public body within Alameda County or member or delegate to the Congress of the United States, during his/her tenure or for one year thereafter, shall have any direct interest in the contracts or any direct or material benefit arising therefrom.

Proposers must provide a list of any potential conflicts of interest in working for the City of Dublin. This must include, but is not limited to, a list of your firm's clients who are the following: Private clients located or operating within the City of Dublin limits, Dublin San Ramon Service District, US Army Camp Parks and/or the County of Alameda, and a brief description of work for these clients. Proposers must also identify any other clients (including public entities), that may pose a potential conflict of interest, as well as a brief description of work you provide to these clients.

This list must include all potential conflicts of interest within the year prior to the release of this RFP as well as current and future commitments to other projects.

Principals and those performing work for City of Dublin may be required to submit a California Fair Political Practices Commission (FPPC) Form 700: Statement of Economic Interests documenting potential financial conflicts of interest. For additional information, proposers should refer to the FPPC website at http://www.fppc.ca.gov/Form700.html.

Equal Employment Opportunity

Proposer shall not, on the grounds of race, color, sex, age, religion, national origin, ancestry, physical handicap, medical condition, or marital status either discriminate or permit discrimination against any employee or applicant for employment in any manner prohibited by Federal, State or local laws. In the event of Proposer non-compliance, the City of Dublin may cancel, terminate or suspend the Contract in whole or in part. Proposer may also be declared ineligible for further contracts with the City of Dublin.

Proposer shall take affirmative action to ensure that applicants are employed, and that employees are treated during their employment, without regard to their race, religion, color, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Proposer and its sub-consultants shall post in conspicuous places, available to all employees and applicants for employment, a notice setting forth the following provisions [29 U.S.C. § 623, 42 U.S.C. § 2000, 42 U.S.C. § 6102, 42 U.S.C. § 12112, 42 U.S.C. § 12132, 49 U.S.C. § 5332, 29 CFR Part 1630, 41 CFR Parts 60 et seq.].

Governing Law

This RFP summarizes the applicable laws and governance, when in conflict applicable State/Federal guidelines shall apply. The contract and legal relations between the parties hereto shall be governed and construed in accordance with the laws of the State of California.

Insurance Requirements

The Contractor shall provide insurance coverage as follows in conformance with the City of Dublin's requirements:

Commercial General Liability Insurance $	2,000,000
Automobile Liability Insurance	$2,000,000
Professional Liability Insurance	$1,000,000
Statutory Workers' Compensation Insurance and Employer's Liability Insurance	$1,000,000

(Please see Attachment A, Sample Contractor Services Agreement, Section 4, Insurance Requirements, for further detail).

Attachment A

Standard Contract Services Agreement

{Removed for the purposes of the June 6, 2023 Regular City Council Meeting packet}

Attachment B

DUBLIN

Request for Proposal
Basketball and Softball Officiating Services for Adult and Youth Sports Leagues

OFFICIATING SERVICES - BID FORM (due by April 25, 2023)

Name of Organization: _____
Contact Person: _____
Phone: _____
Email: _____
Website: _____

ADULT SOFTBALL
Total officiating fees for an adult league softball game (two umpires)
Year 1 $ _____ Year 2 $ _____
Note: Any assigning fees are to be included in the total fee.
This bid is for three calendar years, starting with the contract date.

ADULT BASKETBALL
Total officiating fees for an adult league basketball game (two referees for a 5-on-5 league)
Year 1 $ _____ Year 2 $ _____
Total officiating fees for an adult league basketball game (one referee for a 3-on-3 league or tournament)
Year 1 $ _____ Year 2 $ _____

YOUTH BASKETBALL
Total officiating fees for a youth league basketball game (two referees for 5-on-5 league)
Year 1 $ _____ Year 2 $ _____
Total officiating fees for a youth league basketball game (one referee or one referee paired with City Staff referee)
Year 1 $ _____ Year 2 $ _____
This bid is for three calendar years, starting with the contract date.

DUBLIN
CALIFORNIA

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Amendments to Agreements for Maintenance Services
Prepared by: Jordan Foss, Management Analyst II

EXECUTIVE SUMMARY:

The City Council will consider approving amendments to agreements with Sweeping Corporation of America (formerly Contact Sweeping Services, Inc.) for Street Sweeping Services, Universal Building Services and Supply Co. for Window and Carpet Cleaning Services, and Prudential Overall Supply for Mat and Towel Services.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving Amendments to Agreements with Sweeping Corporation of America, Universal Building Services and Supply Co., and Prudential Overall Supply.

FINANCIAL IMPACT:

The cost of these services will be charged to the Public Works Department in accordance with the adopted annual budget.

DESCRIPTION:

The Public Works Department utilizes contractors for regular and on-call, as needed maintenance services. Contractors are solicited through an open and competitive request for proposals (RFP) process. The RFP process identifies contractors with the necessary background and expertise to provide services and to ensure that the cost of services is competitive. All three contractors, and the related services, mentioned in this report were selected through the RFP process.

On June 16, 2020, the City Council approved, by Resolution No. 64-20, agreements with Contract Sweeping Services, Inc. (now Sweeping Corporation of America) for a not-to-exceed compensation amount of $867,500 for street sweeping services, and with Universal Building Services and Supply Co. for a not-to-exceed compensation amount of $240,382 for window and carpet cleaning services. The term of the agreements expires on June 30, 2023. Staff recommends amending the

agreement with Sweeping Corporation of America to extend the term of services through June 30, 2025, and to increase the not-to-exceed compensation to $1,499,030 to continue services through the extended term. Staff also recommends amending the agreement with Universal Building Services and Supply Co. to extend the term of services through June 30, 2025, and to increase the not-to-exceed compensation to $427,634 to continue services through the extended term.

On July 1, 2020, the City Manager approved and executed an agreement for mat and towel services with Prudential Overall Supply. The agreement included a not-to-exceed compensation amount of $42,830 and a term through June 30, 2023. Staff recommends amending the current agreement with Prudential Overall Supply to extend the term to June 30, 2025, and to increase the not-to-exceed compensation to $67,261 to continue services through the extended term. City Council approval of this amendment is necessary because the proposed not-to-exceed compensation amount exceeds the purchasing authority limit of the City Manager.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving Amendments to Agreements with Sweeping Corporation of America, Universal Building Services and Supply Co., and Prudential Overall Supply
2) Exhibit A to the Resolution - Amendments to Agreements
3) Original Agreements with Sweeping Corporation of America (formerly Contract Sweeping Services, Inc.), Universal Building Services and Supply Co., and Prudential Overall Supply

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING AMENDMENTS TO AGREEMENTS WITH SWEEPING CORPORATION OF AMERICA, UNIVERSAL BUILDING SERVICES AND SUPPLY CO., AND PRUDENTIAL OVERALL SUPPLY

WHEREAS, in 2019, Staff prepared and initiated a Requests for Proposals (RFPs) for Street Sweeping Services, Window and Carpet Cleaning Services, and Mat and Towel Services; and

WHEREAS, during that time, Staff reviewed and selected the most qualified contractors and the City entered into agreements for these services; and

WHEREAS, the City wishes to amend the agreements with Sweeping Corporation of America for Street Sweeping Services, Universal Building Services and Supply Co. for Window and Carpet Cleaning Services, and Prudential Overall Supply for Mat and Towel Services; and

WHEREAS, the City wishes to extend terms to June 30, 2025, and increase the not-to-exceed compensation to $1,499,030 for Sweeping Corporation of America, to $427,634 for Universal Building Services and Supply Co., and to $67,261 for Prudential Overall Supply.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the amendments to the agreements with Sweeping Corporation of America, Universal Building Services and Supply Co., and Prudential Overall Supply, attached hereto as **Exhibit A** to this Resolution.

BE IT FURTHER RESOLVED that the City Manager, or designee, is authorized to execute **Exhibit A**, and make any necessary, non-substantive changes to **Exhibit A** to carry out the intent of this Resolution.

{Signatures on the following page}

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

AMENDMENT #1 TO CONTRACTING SERVICES AGREEMENT BETWEEN THE CITY OF DUBLIN AND PRUDENTIAL OVERALL SUPPLY

WHEREAS, on **July 1, 2020**, the City of Dublin (hereinafter referred to as "CITY") and **Prudential Overall Supply** (hereinafter referred to as **CONTRACTOR**) entered into a **Contracting** Services Agreement for **Mat and Towel** services (hereinafter referred to as the "AGREEMENT"); and

WHEREAS, the existing AGREEMENT will expire on June 30, 2023; and

WHEREAS, the CITY and CONSULTANT now wish to amend the Agreement to extend the term through June 30, 2025 by modifying section 1.1 of the Agreement, to increase the not to exceed compensation amount to $67,261 by modifying Section 2 of the Agreement, and update the scope of work and compensation schedule by modifying Exhibit A and Exhibit B of the Agreement.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the AGREEMENT is amended as follows:

1) Section 1.1 shall be rescinded in its entirety and replaced with the following:

Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2025, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

2) Section 2 COMPENSATION, the first paragraph shall be rescinded in its entirety and replaced with the following:

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed $67,261, notwithstanding any contrary indications that may be contained in the Consultant's proposal, for services to be performed and reimbursable costs incurred under his Agreement. In the event of a conflict between this Agreement and the Consultant's proposal, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically

authorized by City, Consultant shall not bill City for duplicate services performed by more than one person.

3) Exhibit A, the scope of services shall be rescinded in its entirety and replaced, attached hereto and incorporated herein as Exhibit A.

4) Exhibit B, the compensation schedule shall be rescinded in its entirety and replaced, attached hereto and incorporated herein as Exhibit B.

5) Except to the extent inconsistent with this First Amendment, the Parties ratify and confirm all of the terms and conditions of the AGREEMENT.

6) All requisite insurance policies to be maintained by the Consultant pursuant to the Agreement, as may have been amended from time to time, shall include coverage for the amended term, as described above.

7) The individuals executing this Amendment and the instruments referenced in it on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions of this Amendment.

SIGNATURES ON THE FOLLOWING PAGE

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed as of the date of the City Manager's signature below.

CITY OF DUBLIN

By: _____
Linda Smith, City Manager

Dated: _____

PRUDENTIAL OVERALL SUPPLY

By: DocuSigned by: Micah Elberson AA1265C6EB20422... _____
Micah Elberson, General Manager

ATTEST:

By: _____
Marsha Moore, City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

EXHIBIT A

SCOPE OF SERVICES

Contractor shall provide qualified personnel, transportation and supplies necessary to perform floor mat and towel services for six (6) City facilities. Changes or increases to locations, frequencies, quantities, and/or schedule must be approved in writing, by the Public Works Maintenance Manager, or their designee.

1. Civic Center (including *Cultural Arts Center coming Spring 2024) – 100 Civic Center

Quantity	Product/Description	Schedule
7	3 x 4 – Black Mats	2nd and 4th Friday
5	4 x 6 – Black Mats	2nd and 4th Friday
2	3 x 10 – Black Mats	2nd and 4th Friday
5*	3 x 4 – Black Mats	2nd and 4th Friday
4*	4 x 6 – Black Mats	2nd and 4th Friday

2. Senior Center – 7600 Amador Valley Boulevard

Quantity	Product/Description	Schedule
2	4 x 6 – Black Mats	2nd and 4th Friday
1	3 x 10 – Black Mats	2nd and 4th Friday
75	Kitchen Towels	2nd and 4th Friday
7	3 x 5 - Anti-Fatigue Kitchen Mats	2nd and 4th Friday

3. Shannon Community Center – 11600 Shannon Avenue

Quantity	Product/Description	Schedule
5	4 x 6 – Black Mats	Weekly
3	3 x 10 – Black Mats	Weekly
2	4 x 6 – Black Mats	2nd and 4th Friday

4. Corporation Yard – 5709 Scarlett Court

Quantity	Product/Description	Schedule
2	3 x 4 – Black Mats	2nd and 4th Friday
1	3 x 5 – Black Mats (Scraper Mat)	2nd and 4th Friday
1	4 x 6 – Black Mats	2nd and 4th Friday
2	3 x 10 – Black Mats	2nd and 4th Friday

5. The WAVE Aquatic Park – 4201 Central Parkway

Quantity	Product/Description	Schedule
3	3 x 4 – Black Mats	2nd and 4th Friday
1	3 x 5 – Black Mats (Scraper Mat)	2nd and 4th Friday
1	4 x 6 – Black Mats	2nd and 4th Friday
5	3 x 10 – Black Mats	2nd and 4th Friday

6. Public Safety Complex (Police Services) – 6361 Clark Avenue

Quantity	Product/Description	Schedule
2	3 x 4 – Black Mats	2nd and 4th Friday
1	3 x 5 – Black Mats (Scraper Mat)	2nd and 4th Friday
1	4 x 6 – Black Mats	2nd and 4th Friday
2	3 x 10 – Black Mats	2nd and 4th Friday

EXHIBIT B

COMPENSATION SCHEDULE

1. Civic Center (including *Cultural Arts Center coming Spring 2024) – 100 Civic Center

Quantity	Product/Description	2023-2024 Unit Price
7	3 x 4 – Black Mats	$3.28
5	4 x 6 – Black Mats	$5.25
2	3 x 10 – Black Mats	$6.56
5*	3 x 4 – Black Mats	$3.28
4*	4 x 6 – Black Mats	$5.25

2. Senior Center – 7600 Amador Valley Boulevard

Quantity	Product/Description	2023-2024 Unit Price
2	4 x 6 – Black Mats	$5.25
1	3 x 10 – Black Mats	$6.56
75	Kitchen Towels	$0.12
7	3 x 5 - Anti-Fatigue Kitchen Mats	$3.82

3. Shannon Community Center – 11600 Shannon Avenue

Quantity	Product/Description	2023-2024 Unit Price
7	4 x 6 – Black Mats	$5.25
3	3 x 10 – Black Mats	$6.56

4. Corporation Yard – 5709 Scarlett Court

Quantity	Product/Description	2023-2024 Unit Price
2	3 x 4 – Black Mats	$3.28
1	3 x 5 – Black Mats (Scraper Mat)	$3.28
1	4 x 6 – Black Mats	$5.25
2	3 x 10 – Black Mats	$6.56

5. The WAVE Aquatic Park – 4201 Central Parkway

Quantity	Product/Description	2023-2024 Unit Price
3	3 x 4 – Black Mats	$3.28
1	3 x 5 – Black Mats (Scraper Mat)	$3.28
1	4 x 6 – Black Mats	$5.25
5	3 x 10 – Black Mats	$6.56

6. Public Safety Complex (Police Services) – 6361 Clark Avenue

Quantity	Product/Description	2023-2024 Unit Price
2	3 x 4 – Black Mats	$3.28
1	3 x 5 – Black Mats (Scraper Mat)	$3.28
1	4 x 6 – Black Mats	$5.25
2	3 x 10 – Black Mats	$6.56

Additional Charges

Product/Description	2023-2024 Price
Delivery Charges	$12.02
Minimum bi-weekly order	$43.71

Assuming a maximum 3% CPI increase, contract not to exceed amount for prior three years and additional two years is as follows:

Year 1	FY2020/2021	$11,916
Year 2	FY2021/2022	$12,273
Year 3	FY2022/2023	$12,641
Year 4	FY2023/2024	$ 13,020
Year 5	FY2024/2025	$ 13,411
Sub-Total		$ 63,261
Contingency		$ 4,000
Total:		$ 67,261

Contractor shall notify City of any proposed increases to costs no later than 60 days prior to a new Fiscal Year (July 1 – June 30). Any changes to costs shall be approved in writing by the Public Works Maintenance Manager, or their designee. Any such annual increase shall be calculated based on the Bay Area Consumer Index Rate (CPI) and shall not exceed 3%.

Please note, reimbursable expenses are built into rates as identified above.

Invoices shall be submitted electronically to: pwinvoices@dublin.ca.gov no more than once monthly and as work is completed.

AMENDMENT #1 TO CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF DUBLIN AND SWEEPING CORPORATION OF AMERICA (FORMERLY CONTRACT SWEEPING SERVICES)

WHEREAS, on **July 1, 2020**, the City of Dublin (hereinafter referred to as "CITY") and **Sweeping Corporation of America (formerly Contract Sweeping Services)** (hereinafter referred to as **CONTRACTOR**) entered into a **Contracting** Services Agreement for **Street Sweeping** services (hereinafter referred to as the "AGREEMENT"); and

WHEREAS, the existing AGREEMENT will expire on June 30, 2023; and

WHEREAS, the CITY and CONSULTANT now wish to amend the Agreement to extend the term through June 30, 2025 by modifying section 1.1 of the Agreement, to increase the not to exceed compensation amount to $1,499,030 by modifying Section 2 of the Agreement, and update the scope of work and compensation schedule by modifying Exhibit A and Exhibit B of the Agreement.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the AGREEMENT is amended as follows:

1) Section 1.1 shall be rescinded in its entirety and replaced with the following:

> **Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2025, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

2) Section 2 COMPENSATION, the first paragraph shall be rescinded in its entirety and replaced with the following:

> **Section 2. COMPENSATION.** City hereby agrees to pay Consultant a sum not to exceed $1,499,030, notwithstanding any contrary indications that may be contained in the Consultant's proposal, for services to be performed and reimbursable costs incurred under his Agreement. In the event of a conflict between this Agreement and the Consultant's proposal, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein.

Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City, Consultant shall not bill City for duplicate services performed by more than one person.

3) Exhibit A, the scope of services shall be rescinded in its entirety and replaced, attached hereto and incorporated herein as Exhibit A.

4) Exhibit B, the compensation schedule shall be rescinded in its entirety and replaced, attached hereto and incorporated herein as Exhibit B.

5) Except to the extent inconsistent with this First Amendment, the Parties ratify and confirm all of the terms and conditions of the AGREEMENT.

6) All requisite insurance policies to be maintained by the Consultant pursuant to the Agreement, as may have been amended from time to time, shall include coverage for the amended term, as described above.

7) The individuals executing this Amendment and the instruments referenced in it on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions of this Amendment.

SIGNATURES ON THE FOLLOWING PAGE

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed as of the date of the City Manager's signature below.

CITY OF DUBLIN

By: _____
Linda Smith, City Manager

Dated: _____

SWEEPING CORPORATION OF AMERICA

By: DocuSigned by: 08CC1DBDD07C4EF... _____
Manvendra S. Saxena, General Manager

ATTEST:

By: _____
Marsha Moore, City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

EXHIBIT A

SCOPE OF SERVICES

Contractor shall provide City with street sweeping services for residential and commercial streets, intersections, parking lots, as well as emergency callout service.

SWEEPING CATEGORIES AND LOCATIONS:

COMMERCIAL STREETS: Commercial streets, including all medians, shall be swept twice monthly, from January through October and four times monthly for the months of November and December. The following streets are defined as commercial streets:

- Altamirano Avenue (Arnold Road to BART parking lot)
- Amador Plaza Road (Amador Valley Boulevard to southerly end)
- Amador Valley Boulevard (Village Parkway to westerly end)
- Arnold Road (Altamirano Avenue to Gleason Drive)
- Campbell Lane (Dublin Boulevard to Demarcus Boulevard)
- Clark Avenue (Village Parkway to Dublin Boulevard)
- Demarcus Boulevard (Iron Horse Parkway to Dublin Boulevard)
- Dougherty Road (I-580 to northerly City Limit, including a pass through the painted median areas)
- Dublin Boulevard. (Schaefer Ranch Road to Fallon Road)
- Fallon Road (I-580 to Northerly City Limit)
- Gleason Drive (Arnold Road to Fallon Road)
- Golden Gate Drive (Dublin Boulevard to southerly end)
- Hacienda Drive (I-580 to Gleason Drive)
- Iron Horse Parkway (Demarcus Boulevard to Dublin Boulevard)
- John Monego Court (Dublin Boulevard to southerly end)
- Lewis Avenue (Village Parkway to Portage Road)
- Martinelli Way (Hacienda Drive to Iron Horse Parkway)
- Regional Street (Amador Valley Boulevard to south end)
- Saint Patrick Way (Amador Plaza Road to Golden Gate Drive)
- San Ramon Road (I-580 to Alcosta Boulevard)
- Scarlett Court (Dublin Boulevard to east end)
- Scarlett Drive (Dublin Boulevard to Scarlett Court)
- Tassajara Road (I-580 to Fallon Road, including a pass through the painted median areas)
- Village Parkway (Village/Clark Avenue to Kimball Ave)

The following commercial streets, including all medians, shall be treated as residential streets (swept twice per month) for the purpose of this Agreement, these commercial streets shall be swept at a time agreed upon by City, as to avoid noise complaints from adjacent residents.

- Dublin Court
- Sierra Lane
- Sierra Court
- Civic Plaza
- Trinity Court
- Houston Place
- Central Parkway (to be swept after 9am, four times monthly for the months of November and December.)

Any portion of the above streets which are not within the limits above shall be defined as a residential street and shall be swept in accordance with Residential Street Sweeping provisions.

RESIDENTIAL STREETS: The City is divided into seven residential sweeping zones. Residential street sweeping shall be performed twice monthly. In addition, center medians within the limits specified shall also be swept twice monthly. Residential sweeping shall commence no earlier than 8 a.m. so to avoid noise complaints from adjacent residents. The following residential streets located adjacent to identified schools must be swept no earlier than 6 a.m. and no later than 8a.m.:

Dublin High School:

- Brighton Drive
- Callan Street
- Newport Court
- Burnham Way
- Fredrickson Lane
- Fredrickson Court
- Mansfield Avenue
- Tamarack Drive
- Langmuir Lane
- Langmuir Court
- Brookdale Court

Emerald High School opening 2024-2025:

- Streets to be determined

The City may agree to modify sweeping zones provided the following conditions:

- To allow for the addition of new street segments as accepted by the City (City will provide list in writing, as needed)
- Garbage collection route changes*

*Sweeping shall not occur on the same day as garbage pickup in any given area. Contractor shall sweep on days following garbage pickup, whenever possible. Route changes shall not be allowed without written

authorization from the Public Works Maintenance Manager, or their designee. Should a route change be approved, Contractor shall be responsible for notifying individual households that are affected in writing at least two weeks prior to beginning the new schedule.

INTERSECTIONS: Intersections listed below shall be swept twice monthly, paying special attention to areas of gravel and debris accumulated between through lanes and turn lanes:

- Dublin Boulevard/San Ramon Road
- Dublin Boulevard/Regional Street
- Dublin Boulevard/Golden Gate Drive
- Dublin Boulevard/Amador Plaza Road
- Dublin Boulevard/Village Parkway
- Dublin Boulevard/Dublin Court
- Dublin Boulevard/Sierra Court
- Dublin Boulevard/Dougherty Road
- Dublin Boulevard/Demarcus Boulevard
- Dublin Boulevard/Iron Horse Parkway
- Dublin Boulevard/Arnold Road
- Dublin Boulevard/Hacienda Drive
- Dublin Boulevard/Tassajara Road
- Dublin Boulevard/Fallon Road
- Amador Valley Blvd./San Ramon Road
- Amador Valley Blvd./Regional Street
- Amador Valley Blvd./Village Parkway
- Amador Valley Blvd./Amador Plaza Road
- Amador Valley Blvd./Dougherty Road
- Dougherty Road/Sierra Lane
- Gleason Drive/Hacienda Drive
- Gleason Drive/Tassajara Road
- Gleason Drive/Fallon Road
- Central Parkway/Hacienda Drive
- Central Parkway/Tassajara Road
- Central Parkway/Fallon Road
- Hacienda Drive/Martinelli Way
- Tassajara/Fallon

PARKING LOTS: Contractor shall provide sweeping services monthly during the same weeks as Commercial sweeping. Sweeping shall be done after the normal operating hours of the facility so that no vehicles remain in the parking lot at the time sweeping is done. In the case of parks in residential neighborhoods (e.g., Alamo Creek Park), sweeping shall be completed no earlier than 8 a.m. to avoid noise complaints from adjacent residents. Changes to sweeping days and times for all parking lots shall be approved by the Public Works Maintenance Manager, or their designee.

- Civic Center - 100 Civic Plaza
- Shannon Park/Community Center - 11600 Shannon Avenue
- Alamo Creek Park - Dougherty Road and Willow Creek Drive
- Dublin Sports Grounds - Dublin Boulevard next to Civic Center Plaza
- Emerald Glen Park - Gleason Drive at Tassajara Road (3 parking lots, one on Gleason Drive and two on Central Parkway)
- Senior Center - 7600 Amador Valley Boulevard
- Dublin Heritage Park - 11805 Dublin Boulevard (2 parking lots, one at Heritage Park, one at bank parking lot on Dublin Boulevard)
- Dougherty Hills Dog Park – Amador Valley Boulevard east of Stagecoach Road
- Fallon Sports Park - (2 parking lots, one on Palermo Way east of Lockhart Street, one on Central Parkway)
- Public Safety Complex - (2 parking lots, one at 6361 Clark Avenue and one at 6363 Clark Avenue)
- Don Biddle Community Park - (2 parking lots, one on Columbus street, one on Horizon Parkway)
- Dublin Corporation Yard - 5709 Scarlett Court

EMERGENCY CALLOUTS: Contractor shall provide a 24-hour telephone number and/or a list of employees, including mobile telephone numbers, who are available for 24-hour emergency callout service. Fall leaf clean-up shall be billed on an emergency callout basis. Compensation for emergency callouts shall be on an hourly basis as detailed in Exhibit B, Compensation Schedule.

TERMS:

Calculation of Curb Miles: Curb mileage shall be calculated according to actual street curb miles and not machine odometer readings. If Consultant and the City disagree on the number of curb miles in a given area, mileage may be measured and recalculated, but the final determination shall be made by City.

Report Submittal: Contractor shall submit a report with Global Positioning System (GPS) information for completed routes within the billing dates for each monthly invoice. Contractor shall submit an annual report, at fiscal year-end, of total curb miles serviced within the fiscal year.

If Contractor identifies a need for increased frequency, miles swept or altered callout hours, Contractor shall submit a proposal to the Public Works Superintendent, or their designee, and may not perform additional services without their written approval.

Any streets added to the City during the term of this Agreement, either by new construction or annexation, shall be swept according to the appropriate schedule, as determined by the Public Works Maintenance Superintendent, or their designee. The additional cost for sweeping these streets shall be based upon the per mile cost detailed in Exhibit B. Contractor shall be capable of providing any additional equipment and personnel needed to sweep potential development or annexation areas for the term of this Agreement.

The City additionally reserves the right to reduce the number of curb miles to be swept within a given year without incurring an increase in the agreed per-curb-mile cost for that year.

Holidays: If Contractor is unable to perform sweeping services due to a holiday, Contractor must provide an alternative schedule for streets missed. City shall be advised no later than thirty days in advance of holidays to be observed by Contractor and shall be provided with a makeup schedule that is no more than one week later. Once the makeup schedule is established, it shall not be changed without prior written approval of the City.

Quality of Sweeping: The street sweeper shall leave designated areas of sweeping free of all dirt, litter, debris, and visual dust.

The Contractor's street sweeper shall leave designated areas free of all dirt, litter, debris, and visual dust within the control of a fully operational machine. Due to various street widths and configurations throughout the City, street sweeping may require slower travel speed and/or multiple passes by the sweeper in many cases, to ensure curb-to-curb coverage of the street. Streets with raised medians (commercial and residential) shall have the curb-gutter perimeters of each raised median swept, including turnouts. Street-grade striped medians shall be swept in their entirety. All deposits within intersections shall be removed as part of the sweeping operations, resulting in minimal debris residual or tailings left on the swept surface following the completion of a pass(es) of the street sweeping machine. No sweeper shall blow debris onto private property or sidewalks.

Due to various street configurations and densities of the urban forest throughout the City, when necessary for proper cleaning, the Contractor shall make more than one pass on a street without extra charge. Payment will be made for the initial length of curb swept, not the number of passes needed to leave designated areas free of all dirt, litter, debris, and visual dust within the control of a fully operational machine.

Re-Sweeps: Those sweeps required of Contractor when previous sweeps have been deemed by City to be of poor quality, or when a street or sections of a street have been missed by Contractor during regularly scheduled street sweeping. Re-sweeps are completed at the expense of Contractor and shall be completed within 24-hours of notice, weather permitting. (from San Mateo County contract).

The Contractor shall immediately respond when notified by the City to re- sweep unsatisfactory areas at no additional charge. In areas with offset angles, extruded curbs, parking blocks or any areas where street sweeping equipment has difficulty in maneuvering, the Contractor shall use whatever legal means necessary to maintain the cleanliness of these areas. These areas are subject to all the terms and conditions listed in this contract.

Disposal of Sweepings: Contractor shall dispose of all refuse collected by hauling same to legally established refuse disposal sites or other site approved by the Public Works Superintendent, or their designee. Refuse shall not be stored on the street but shall be loaded into trucks or in appropriately placed containers, which shall be approved by the Public Works Superintendent, or their designee. If containers are used, they shall be dumped upon completion of the sweeping cycle. Any residual liquid waste shall be disposed of properly (e.g., not in the storm drain system).

Water: Contractor shall provide, at their own expense, sufficient water for the street sweeping equipment necessary to comply with this Agreement and to assure that the curb and gutter are left in a clean condition and the amount of dust during sweeping is kept to a minimum. Water meters shall be obtained from the Dublin San Ramon Services District. The cost of water shall be paid by Contractor and included in the unit costs for various sweeping services. Contractor shall report gallons of water used per route as part of the monthly invoice reporting. Contractor shall, at no time, complete routes without refill of water reservoir.

Equipment: Equipment not suitable to produce the quality of work required shall not be permitted to operate on the contract work. All equipment shall be subject to the approval of the Director of Public Works prior to use. All sweeping equipment shall have appropriate safety markings consisting of all highway lighting, flashing and warning lights, clearance lights, and warning flags, all in accordance with the State Vehicle Code, the City of Dublin Noise Ordinance and approved by the Director of Public Works. All vehicles and equipment used by the Contractor must be clearly identified with the name of the company and telephone number on each side of the equipment.

Equipment must be maintained and clean at all times; mechanical brushes and brooms shall be maintained in proper condition and shall be replaced as recommended by the manufacturer or when pick-up ability becomes repaired.

Age of Vehicles: The age of all streets sweeping equipment shall be no older than six (6) years, unless the Director of Public Works grants approval.

The use of a steel plate on the sweeper wheel to prevent tire scuffing against the curb will not be permitted. At all times the Contractor shall properly maintain a minimum of two (2) machine sweepers, both as to condition and appearance, for use on the work under this contract.

Sweepers must be equipped with mobile radio communications or cellular telephones to the Contractor's dispatch office, as well as GPS monitoring devices. Contractor will provide the City with access to the GPS system which allows for the monitoring of each sweeper's current location, as well as previously traveled locations when requested. Contractor shall provide the City with computer access to program to use GPS system at no cost.

Equipment Operation: The Contractor shall operate the sweepers between 4 and 5 miles per hour when sweeping, unless it can be proven the sweeper can operate at a higher speed and still operate efficiently.

Regulatory Compliance: Work, equipment, and methods shall be in compliance with all applicable California Air Resources Board (CARB), Bay Area Air Quality Management District (BAAQMD) and National Pollutant Discharge Elimination System (NPDES) regulations and requirements.

Any street sweeping vehicle fluid leaks will be cleaned immediately using all appropriate dry cleaning methods and properly disposed. Each sweeper provided by the Contractor shall carry a spill kit and the operator shall be properly trained on how to clean spills. Costs incurred by the City to respond to, clean up, and/or contain fluid spills from any Contractor's vehicle shall be paid by the Contractor.

Delays in Sweeping Schedule: In the event of delays to the sweeping schedule, Contractor shall notify the City as soon as possible and provide a makeup schedule satisfactory to the City.

Contractor shall use and furnish at his own expense all labor, equipment, and materials necessary for the satisfactory performance of the street sweeping and parking lot sweeping work set forth herein. Contractor shall deploy at a minimum, one vehicle with a back-brush each service day. After sweeping, curbs and gutters shall be left in a clean condition. A clean condition is defined as the absence of residue in the streets and gutters upon the completion of the sweeping operation. Sweeping shall include as many passes as necessary to leave the street in a clean condition. Contractor shall maintain a log that records dates, times, streets, and miles swept. The log shall be available for inspection by the Public Works Superintendent, or their designee as soon as possible upon request.

Obstructions: Contractor shall make all possible effort to avoid obstacles while completing a thorough sweep of streets. It is the responsibility of Contractor to replace and/or repair damaged assets within Public Right-of-Way. Contractor shall notify City of issues of concern where obstructions are in the way of completing work.

Handling of Customer Complaints: Contractor, at the direction of City, shall reach out to residents to address complaints within the same business day reported. Contractor shall follow up with City to report on any and all resolutions to complaints and concerns.

Performance: If at any time City feels the performance of Contractor is not meeting the needs of its residents and business community, City shall bring this to the attention of the Company President for immediate resolution.

The Contractor shall furnish copies of valid commercial driver licenses for all operators assigned to the City, whether permanently or temporarily assigned.

EXHIBIT B

COMPENSATION SCHEDULE

Annual Street Sweeping Quantities				
Item description	**Unit**	**Est. Quantities**	**Unit Price Year 4 FY2023/2024**	**Total Price Year 4 FY2023/2024**
Residential Street Sweeping (2x monthly)	Curb mile	5,800	$32.51	$188,550
Commercial Street Sweeping (2x monthly except for Nov and Dec which are 4x monthly)	Curb mile	2,650	$32.51	$86,151
Intersections (28 intersections at 2x monthly except for Nov and Dec which are 4x monthly)	Each	784	$5.46	$4,281
Callouts (Includes Special Events and additional fall leaf season cleanup) Minimum 2 hours	Hours	150	$109.27	$16,391
Parking Lots (18 lots at 1x monthly)	Each	216	$54.64	$11,802
Additional Curb Miles (120 curb miles maximum/year – to be billed only with prior written permission by City)	Curb mile	120	$32.51	$3,901
Totals				**$311,076**

The above chart lists estimates for FY 2023-24. Assuming an average of 120 new curb miles added annually, as well as a maximum 3% CPI increase, a contract not to exceed amount for prior three years and additional two years is as follows:

Year 1 - FY2020/2021	$277,163
Year 2 - FY2021/2022	$289,048
Year 3 - FY2022/2023	$301,289
Year 4 - FY2023/2024	$311,076
Year 5 - FY2024/2025	$320,454
Total	**$1,499,030**

Contractor shall notify City of any proposed increases to costs no later than 60 days prior to a new Fiscal Year (July 1 – June 30). Any changes to costs shall be approved in writing by the Public Works Maintenance Superintendent, or their designee. Any such annual increase shall be calculated based on the Bay Area Consumer Index Rate (CPI) and shall not exceed 3%.

Please note, reimbursable expenses are built into rates as identified above.

Note that quantities shown are projected amounts for Fiscal Year 2023-2024and are not necessarily the exact amount to be swept. Street Sweeping services will be paid for based on actual quantities of the unit of measure of the associated bid item.

When requesting callout services, the City shall provide Contractor with the number of hours required. If not provided, a one hour minimum shall be assumed.

Invoices shall be submitted electronically to: pwinvoices@dublin.ca.gov no more than once monthly and as work is completed.

AMENDMENT #1 TO CONTRACTING SERVICES AGREEMENT BETWEEN THE CITY OF DUBLIN AND UNIVERSAL BUILDING SERVICES AND SUPPLY CO.

WHEREAS, on **July 1, 2020**, the City of Dublin (hereinafter referred to as "CITY") and **Universal Building Services and Supply Co.** (hereinafter referred to as **CONTRACTOR**) entered into a **Contracting** Services Agreement for **Carpet Cleaning and Window Cleaning** services (hereinafter referred to as the "AGREEMENT"); and

WHEREAS, the existing AGREEMENT will expire on June 30, 2023; and

WHEREAS, the CITY and CONSULTANT now wish to amend the Agreement to extend the term through June 30, 2025 by modifying section 1.1 of the Agreement, to increase the not to exceed compensation amount to $427,634 by modifying Section 2 of the Agreement, and update the scope of work and compensation schedule by modifying Exhibit A and Exhibit B of the Agreement.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the AGREEMENT is amended as follows:

1) Section 1.1 shall be rescinded in its entirety and replaced with the following:

Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2025, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

2) Section 2 COMPENSATION, the first paragraph shall be rescinded in its entirety and replaced with the following:

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed $427,634, notwithstanding any contrary indications that may be contained in the Consultant's proposal, for services to be performed and reimbursable costs incurred under his Agreement. In the event of a conflict between this Agreement and the Consultant's proposal, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. Consultant shall submit all invoices to City in the manner specified herein. Except

as specifically authorized by City, Consultant shall not bill City for duplicate services performed by more than one person.

3) Exhibit A, the scope of services shall be rescinded in its entirety and replaced, attached hereto and incorporated herein as Exhibit A.

4) Exhibit B, the compensation schedule shall be rescinded in its entirety and replaced, attached hereto and incorporated herein as Exhibit B.

5) Except to the extent inconsistent with this First Amendment, the Parties ratify and confirm all of the terms and conditions of the AGREEMENT.

6) All requisite insurance policies to be maintained by the Consultant pursuant to the Agreement, as may have been amended from time to time, shall include coverage for the amended term, as described above.

7) The individuals executing this Amendment and the instruments referenced in it on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions of this Amendment.

SIGNATURES ON THE FOLLOWING PAGE

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed as of the date of the City Manager's signature below.

CITY OF DUBLIN

By: _____
Linda Smith, City Manager

Dated: _____

UNIVERSAL BUILDING SERVICES AND SUPPLY CO.

By: DocuSigned by: Dario Devincenzi F8F63B24D7C24DF... _____
Dario Devincenzi, Operations Manager

ATTEST:

By: _____
Marsha Moore, City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

EXHIBIT A

SCOPE OF SERVICES

CONTRACTOR shall provide qualified personnel, transportation and supplies necessary to perform carpet cleaning services for twelve (12) City facilities, window cleaning services at eight (8) City facilities, and upholstery cleaning upon request.

CARPET CLEANING SERVICES

LOCATION	FREQUENCY
1. City Hall – 100 Civic Center	
Regional Meeting Room: 1,150sf	every month
Area A: 2,622sf – Administration Wing 1st floor main hallway, staircases, 2nd floor main hallways (outside Finance & City Manager's Office) & staircases.	every month
Area B: 4730sf - Internal corridors & traffic areas, Administration Wing.	Aug, Nov, Feb, May
Council Chambers (Floor Only): 500sf	Aug, Feb
Chamber Seating Area (Floor Only): 2,000sf	Feb
2. Cultural Arts Center – 100 Civic Center	
First Floor Carpet Areas including staircases: 420sf	every month
Second Floor Carpet Areas: 4,322sf	Aug, Nov, Feb, May
3. Library – 200 Civic Center	
Community Room: 1,600sf	Jul, Sep, Nov, Jan, Mar, May
Main Library / Virginia Bennet Room: 14,150sf	Sep, Jan, May
Program Room: 575sf	Sep, Jan, May
4. Dublin Senior Center – 7600 Amador Valley Boulevard	
All Carpet Areas: 4,405sf	Jul, Sep, Nov, Jan, Mar, May
5. Shannon Community Center – 11600 Shannon Avenue	
Area A: 7,610sf - Ballroom (must be cleaned using dry extraction, with spot treatment at every cleaning), classroom, lobby & hallway.	every month
Area B: 1,035sf - Offices	Aug, Oct, Dec, Feb, Apr, Jun
6. Fire Station 16 – 7494 Donohue Drive*	
All Carpet Areas: 2,260sf	Apr
7. Fire Station 17 – 6200 Madigan Avenue*	
All Carpet Areas: 3,480sf	Apr

8. Fire Station 18 - 4800 Fallon Road*	
All Carpet Areas: 1,980sf	Apr
9. Dublin Heritage Center & Museum – 6600 Donlon Way*	
All Carpet Areas: 600sf	Oct, May
10. The WAVE Aquatic Park – 4201 Central Parkway*	
Area A: 4,504sf - Multi-purpose room, lobby & hallway.	every month
Area B: 1,800sf - Offices	Aug, Oct, Dec, Feb, Apr, Jun
11. Corporation Yard - 5709 Scarlett Court*	
All Carpet Areas: 1,800sf	Apr, Dec
12. Public Safety Complex (Police Services) – 6361 Clark Avenue*	
All Carpet Areas: 12,055sf	Sep, Mar
Main Foot Traffic Areas: 4,600sf	Dec, Jun

***Cleanings at these locations shall be coordinated by staff with Contractor.**

WINDOW CLEANING SERVICES

LOCATION	FREQUENCY
1. Civic Center – 100 Civic Center (Both Wings)	
All exterior perimeter windows	May & October
All interior windows, atrium & partition glass	October
Lobby (both wings) - Interior and exterior	September & March
Atrium (hallway) – Exterior or Interior	Upon Request
2. Library – 200 Civic Center	
All exterior perimeter windows -exterior only	Feb, Jun, Sep, Dec
All interior windows & partition glass	October
Atrium hi-bay circular windows	October
Entrance lobby glass doors	Feb, Jun, Sep, Dec
3. Shannon Community Center – 11600 Shannon Avenue	
Perimeter windows - Exterior only	Feb, Jun, Oct
Perimeter windows - Interior only	June
Interior partitions and doors	June
4. Dublin Senior Center – 7600 Amador Valley Boulevard	
Perimeter windows - Exterior only	April & October
Perimeter windows - Interior only	October
5. Dublin Heritage Center – 6600 Donlon Way	
Museum - Interior and exterior	September

Church - Interior and exterior	September
Kolb House - Interior and exterior	September
School Barn - Interior and exterior	September
Public Restroom Building - Interior and exterior	September
Art Studio - Interior and exterior	September
6. The WAVE Aquatic Park – 4201 Central Parkway	
Perimeter windows - Exterior only	May, Jun, Sep, Jan
Perimeter windows - Interior only	May, Jun, Sep, Jan
Natatorium windows (second story) - Interior and exterior	October & March
Lobby lower windows - Interior and exterior	Upon Request
7. Public Safety Complex (Police Services)– 6361 Clark Avenue	
Perimeter windows - Exterior only	June
Perimeter windows - Interior only	June
8. Corporation Yard – 5709 Scarlett Court	
Perimeter windows - Exterior only	June
Perimeter windows - Interior only	June

CONTRACTOR REQUIREMENTS

1. Upon the City of Dublin's request, the contractor shall provide Safety Data Sheets (SDS) for all chemicals used.
2. Contractor shall provide all personnel, uniforms, tools, equipment, parts, records/logs, rags, cleaning chemicals, etc., necessary to perform the services described. All other materials/supplies required to perform this service, and not otherwise mentioned, shall be provided by the Contractor at his/her expense.
3. Contractor shall adhere to all current state and local water use restrictions & regulations.
4. Window Cleaning shall be performed on site during regular business hours, between 8:00 AM and 5:00 PM on weekdays, unless it causes a disruption to the City of Dublin employees or the City's ability to serve the community or presents a safety hazard/disruption to others.
5. Contractor shall be responsible for all damage which occurs to City property while performing services, regardless of whether the damage is to an item(s) being cleaned or to other item(s) in and around the unit where services are being performed.
6. Contractor is not allowed to subcontract work to a third party once a service contract agreement has been approved.
7. Contractor is responsible for maintaining a safe work area which includes installing safety barricades and signs to warn the public.

CONTRACTOR PERSONNEL REQUIREMENTS

1. Contractor shall assign a sufficient number of trained & experienced employees to perform the required service. Contractor shall designate one (1) employee as principal with full responsibility for directing the entire crew. Each principal shall be authorized to act for the Contractor in every detail.
2. Contractor shall furnish and require every on-duty employee to wear a company shirt or a visible photo identification badge identifying employee by name.

3. All assigned personnel are subject to a criminal history records check performed using Live Scan. Government fees are required for the State (DOJ) and Federal (FBI) level criminal history record checks. Contractor is responsible for the fee to perform such records search. A $45 application per personnel is required to perform a formal criminal history records check. Should an employee not pass the criminal history records check; a refund will not be provided.
4. All assigned personnel must have all the proper safety training, and equipment operator certificates to meet the minimum requirements of Cal OSHA.

EXHIBIT B

COMPENSATION SCHEDULE

CARPET CLEANING SERVICES

LOCATION	FREQUENCY	ANNUAL COST FY23/24
1. City Hall – 100 Civic Center		
Regional Meeting Room: 1,150sf	every month	$2,256
Area A: 2,622sf – Administration Wing 1st floor main hallway, staircases, 2nd floor main hallways (outside Finance & City Manager's Office) & staircases.	every month	$5,144
Area B: 4730sf - Internal corridors & traffic areas, Administration Wing.	Aug, Nov, Feb, May	$3,093
Council Chambers (Floor Only): 500sf	Aug, Feb	$164
Chamber Seating Area (Floor Only): 2,000sf	Feb	$613
2. Cultural Arts Center – 100 Civic Center		
First Floor Carpet Areas including staircases: 420sf	every month	$824
Second Floor Carpet Areas: 4,322sf	Aug, Nov, Feb, May	$2,827
3. Library – 200 Civic Center		
Community Room: 1,600sf	Jul, Sep, Nov, Jan, Mar, May	$1,570
Main Library / Virginia Bennet Room: 14,150sf	Sep, Jan, May	$6,941
Program Room: 575sf	Sep, Jan, May	$282
4. Dublin Senior Center – 7600 Amador Valley Boulevard		
All Carpet Areas: 4,405sf	Jul, Sep, Nov, Jan, Mar, May	$4,321
5. Shannon Community Center – 11600 Shannon Avenue		
Area A: 7,610sf - Ballroom (must be cleaned using dry extraction, with spot treatment at every cleaning), classroom, lobby & hallway.	every month	$14,931
Area B: 1,035sf - Offices	Aug, Oct, Dec, Feb, Apr, Jun	$1,015
6. Fire Station 16 – 7494 Donohue Drive		
All Carpet Areas: 2,260sf	Apr	$370
7. Fire Station 17 – 6200 Madigan Avenue*		
All Carpet Areas: 3,480sf	Apr	$569
8. Fire Station 18 - 4800 Fallon Road*		
All Carpet Areas: 1,980sf	Apr	$324

9. Dublin Heritage Center & Museum – 6600 Donlon Way*		
All Carpet Areas: 600sf	Oct, May	$196
10. The WAVE Aquatic Park – 4201 Central Parkway*		
Area A: 4,504sf - Multi-purpose room, lobby & hallway.	every month	$8,837
Area B: 1,800sf - Offices	Aug, Oct, Dec, Feb, Apr, Jun	$1,766
11. Corporation Yard - 5709 Scarlett Court*		
All Carpet Areas: 1,800sf	Apr, Dec	$589
12. Public Safety Complex (Police Services) – 6361 Clark Avenue*		
All Carpet Areas: 12,055sf	Sep, Mar	$3,942
Main Foot Traffic Areas: 4,600sf	Dec, Jun	$1,504

*Cleanings at these locations shall be coordinated by staff with Contractor.

FY2023/2024 Rates:

- Council Chamber Seating Area is billed at $0.3063/sf.
- All other locations billed at $0.1635/sf.

WINDOW CLEANING SERVICES

LOCATION	FREQUENCY	Annual Cost FY23/24
1. Civic Center – 100 Civic Center (Both Wings)		
All exterior perimeter windows	May & October	$2,616
All interior windows, atrium & partition glass	October	$2,616
Lobbies (both wings) - Interior and exterior	September & March	$436
Atrium (hallway) – Interior	Upon Request	$1,308
Atrium (hallway) – Exterior	Upon Request	$436
2. Library – 200 Civic Center		
All exterior perimeter windows -exterior only	Feb, Jun, Sep, Dec	$2,616
All interior windows & partition glass	October	$872
Atrium hi-bay circular windows	October	$218
Entrance lobby glass doors	Feb, Jun, Sep, Dec	$436
3. Shannon Community Center – 11600 Shannon Avenue		
Perimeter windows - Exterior only	Feb, Jun, Oct	$1,635
Perimeter windows - Interior only	June	$545
Interior partitions and doors	June	$109
4. Dublin Senior Center – 7600 Amador Valley Boulevard		
Perimeter windows - Exterior only	April & October	$654
Perimeter windows - Interior only	October	$436
5. Dublin Heritage Center – 6600 Donlon Way		
Museum - Interior and exterior	September	$273
Church - Interior and exterior	September	$109
Kolb House - Interior and exterior	September	$218
School Barn - Interior and exterior	September	$55
Public Restroom Building - Interior and exterior	September	$55
Art Studio - Interior and exterior	September	$218
6. The WAVE Aquatic Park – 4201 Central Parkway		
Perimeter windows - Exterior only	May, Jun, Sep, Jan	$3,488
Perimeter windows - Interior only	May, Jun, Sep, Jan	$3,488
Natatorium windows (second story) - Interior and exterior	October & March	$1,962
Lobby lower windows - Interior and exterior	Upon Request	$218
7. Public Safety Complex (Police Services)– 6361 Clark Avenue		
Perimeter windows - Exterior only	June	$556
Perimeter windows - Interior only	June	$545
8. Corporation Yard – 5709 Scarlett Court		
Perimeter windows - Interior and Exterior	June	$109

	Window Cleaning	Carpet Cleaning	Carpet, Window, Upholstery, Contingency	Annual Estimated Total
Year 1 (FY20/21)	$24,060	$50,799	$3,000	$77,859
Year 2 (FY21/22)	$24,782	$52,323	$3,000	$80,105
Year 3 FY22/23)	$25,525	$53,893	$3,000	$82,418
Year 4 (FY23/24)	$26,225	$62,076	$4,000	$92,301
Year 5 (FY24/25)	$27,012	$63,939	$4,000	$94,951
Total	**$127,604**	**$283,030**	**$17,000**	**$427,634**

Contractor shall notify City of any proposed increases to costs no later than 60 days prior to a new Fiscal Year (July 1 – June 30). Any changes to costs shall be approved in writing by the Public Works Maintenance Manager, or their designee. Any such annual increase shall be calculated based on the Bay Area Consumer Index Rate (CPI) and shall not exceed 3%.

Please note, reimbursable expenses are built into rates as identified above.

Invoices shall be submitted electronically to: pwinvoices@dublin.ca.gov no more than once monthly and as work is completed.

CONTRACTOR SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND
CONTRACT SWEEPING SERVICES

THIS AGREEMENT for street sweeping services is made by and between the City of Dublin ("City") and Contract Sweeping Services ("Contractor") (together sometimes referred to as the "Parties") as of July 1, 2020 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Contractor shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2023, the date of completion specified in Exhibit A, and Contractor shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Contractor to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Contractor and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Contractor for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Contractor shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Contractor is engaged.

1.3 Assignment of Personnel. Contractor shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Contractor shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Contractor shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Contractor's obligations hereunder.

1.5 Public Works Contractor Registration. Because the services described in Exhibit A include "work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work," the services constitute a public works within the definition of Section 1720(a)(1) of the California Labor Code. As a result, Consultant is required to comply with the provisions of the California Labor Code applicable to public works, to the extent set forth in Exhibit C.

1.6 Public Works Contractor Registration. Contractor agrees, in accordance with Section 1771.1 of the California Labor Code, that Contractor or any subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in Chapter 1 of Part 7 of Division 2 of the California Labor Code, unless currently registered and qualified to perform public work pursuant to California Labor Code section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to California Labor Code section 1725.5. Contractor agrees, in accordance with Section 1771.4 of the California Labor Code, that if the work under this Agreement qualifies as public work, it is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Section 2. COMPENSATION. City hereby agrees to pay Contractor a sum not to exceed EIGHT HUNDRED SIXTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS ($867,500), notwithstanding any contrary indications that may be contained in Contractor's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Contractor's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Contractor for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Contractor for services rendered pursuant to this Agreement. Contractor shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Contractor shall not bill City for duplicate services performed by more than one person.

Contractor and City acknowledge and agree that compensation paid by City to Contractor under this Agreement is based upon Contractor's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Contractor. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Contractor and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 Invoices. Contractor shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. No individual performing work under this Agreement shall bill more than 2,000 hours in a fiscal year unless approved, in writing, by the City Manager or his/her designee. Invoices shall contain the following information:

- The dates of service provided at each facility;
  - Daily logs of total hours worked by each individual performing work under this Agreement
    - Hours must be logged in increments of tenths of an hour or quarter hour

- If this Agreement covers multiple tasks, all hours must also be logged by task
- A brief description of the work

- The Contractor's signature;

2.2 Monthly Payment. City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Contractor.

2.3 Total Payment. City shall pay for the services to be rendered by Contractor pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Contractor in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Contractor submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.4 Hourly Fees. Fees for work performed by Contractor on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.5 Reimbursable Expenses. Reimbursable expenses are specified in Exhibit B. Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.6 Payment of Taxes. Contractor is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.7 Payment upon Termination. In the event that the City or Contractor terminates this Agreement pursuant to Section 8, the City shall compensate the Contractor for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Contractor shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.8 Authorization to Perform Services. The Contractor is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

2.9 Liquidated Damages. Failure of Contractor to respond to problems referred to it by City within the time limits established in Subsection 1.2 of this Agreement shall result in liquidated damages as set forth in Exhibit A.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Contractor shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Contractor only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein. Contractor shall make a written request to City to use facilities or equipment not otherwise listed herein.

3.1 Safety Requirements. In accordance with generally accepted construction practices and state law, Contractor shall be solely and completely responsible for conditions on the jobsite, including safety of all persons and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours.

Contractor shall take all necessary precautions and provide all necessary safeguards to prevent personal injury and property damage. Contractor shall provide protection for all persons including, but not limited to, its employees and employees of its subcontractors; members of the public; and employees, agents, and representatives of the City and regulatory agencies that may be on or about the work.

The services of the City in conducting review and inspection of Contractor's performance is not intended to include review of the adequacy of Contractor's work methods, equipment, bracing or scaffolding, or safety measures, in, on, or near any Contractor jobsite.

All work and materials shall be in strict accordance with all applicable state, city, county, and federal rules, regulations and codes, with specific attention to the United States Department of Labor Occupational Health and Safety Administration (OSHA) requirements. Contractor shall be solely responsible for compliance with all city, county, and state explosive transport, storage, and blasting requirements and for any damages caused by such operations.

Contractor is hereby informed that work on City property could be hazardous. Contractor shall carefully instruct all personnel working on City property that all conditions of the property are potentially hazardous work areas as to potential dangers and shall provide such necessary safety equipment and instructions as are necessary to prevent injury to personnel and damage to property. Special care shall be exercised relative to work underground.

In addition to complying with all other safety regulations, Contractor shall abide by any and all other City requirements contained in any specifications, special conditions or manuals, which shall be made available by City upon request.

Contractor shall provide and maintain all necessary safety equipment such as fences, barriers, signs, lights, walkways, guards, and fire prevention and fire-fighting equipment and shall take such other action as is required to fulfill its obligations under this section. It is the intent of the City to provide a safe working environment under normal conditions. CONTRACTOR IS ADVISED THAT CITY'S OPERATIONS AND PROPERTY ARE INHERENTLY HAZARDOUS BECAUSE OF CONDITIONS SUCH AS CONFINED

SPACES, POTENTIALLY EXPLOSIVE ATMOSPHERES, AND POSSIBLE EXPOSURE TO PATHOGENS.

Contractor shall maintain all portions of the jobsite in a neat, clean, and sanitary condition at all times. If required by the City, toilets shall be furnished by Contractor where needed for use of its employees and their use shall be strictly enforced. Contractor shall not use the City's existing sanitary facilities, unless previously authorized by the City.

Contractor shall keep adequate first aid facilities and supplies available and instruction in first aid for its employees shall be given.

City reserves the right to require that Contractor bring onto the project or engage the services of a licensed safety engineer at any time during the term of this Agreement. If Contractor does not have a licensed safety engineer on staff, then City may require that Contractor engage a subcontractor or subconsultant as the project's safety engineer. Contractor shall bear all costs in connection with meeting the requirements of this section.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Contractor, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Contractor and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Contractor shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Contractor shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Contractor's bid. Contractor shall not allow any subcontractor to commence work on any subcontract until Contractor has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Contractor shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation.

4.1.1 General Requirements. Contractor shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Contractor. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Contractor may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Contractor, its employees, agents, and subcontractors.

4.1.2 Submittal Requirements. To comply with Subsection 4.1, Contractor shall submit the following:

a. Certificate of Workers' Compensation Insurance in the amounts specified in the section; and

b. Waiver of Subrogation Endorsement as required by the section.

4.2 Commercial General and Automobile Liability Insurance.

4.2.1 General Requirements. Contractor, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $2,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $2,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

4.2.2 Minimum Scope of Coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 Additional Requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Contractor; or automobiles owned, leased, hired, or borrowed by the Contractor.

c. Contractor hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Contractor agrees to obtain any endorsements that may be necessary to affect this waiver of subrogation.

d. For any claims related to this Agreement or the work hereunder, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

4.2.4 Submittal Requirements. To comply with Subsection 4.2, Contractor shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section;

c. Waiver of Subrogation Endorsement as required by the section; and

d. Primary Insurance Endorsement as required by the section.

4.3 All Policies Requirements.

4.3.1 Acceptability of Insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.3.2 Verification of Coverage. Prior to beginning any work under this Agreement, Contractor shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Contractor by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Contractor beginning work, it shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.3.3 Deductibles and Self-Insured Retentions. Contractor shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.3.4 Wasting Policies. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.3.5 Endorsement Requirements. Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.3.6 Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.4 Remedies. In addition to any other remedies City may have if Contractor fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Contractor's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Contractor to stop work under this Agreement or withhold any payment that becomes due to Contractor hereunder, or both stop work and withhold any payment, until Contractor demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONTRACTOR'S RESPONSIBILITIES. Contractor shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers from and against any and all liability, loss, damage, claims, expenses, and costs (including without limitation, attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Contractor's performance of the Services or its failure to comply with any of its obligations contained in this Agreement, except such Liability caused by the sole negligence or willful misconduct of City.

The Contractor's obligation to defend and indemnify shall not be excused because of the Contractor's inability to evaluate Liability or because the Contractor evaluates Liability and determines that the Contractor is not liable to the claimant. The Contractor must respond within 30 days, to the tender of any claim for defense and indemnity by the City, unless this time has been extended by the City. If the Contractor fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due the Contractor under and by virtue of this Agreement as shall reasonably be considered necessary by the City, may be retained by the City until disposition has been made of the claim or suit for damages, or until the Contractor accepts or rejects the tender of defense, whichever occurs first.

Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to time, such duties of Contractor to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782.

In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Contractor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Section 6. STATUS OF CONTRACTOR.

6.1 Independent Contractor. At all times during the term of this Agreement, Contractor shall be an independent contractor and shall not be an employee of City. This Agreement shall not be construed as an agreement for employment. City shall have the right to control Contractor only insofar as the results of Contractor's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement. Contractor further acknowledges that Contractor performs Services outside the usual course of the City's business; and is customarily engaged in an independently established trade, occupation, or business of the same nature as the Contractor performs for the City, and has the option to perform such work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Contractor and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 Contractor Not an Agent. Except as City may specify in writing, Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 Governing Law. The laws of the State of California shall govern this Agreement.

7.2 Compliance with Applicable Laws. Contractor and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.

7.3 Other Governmental Regulations. To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Contractor and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 Licenses and Permits. Contractor represents and warrants to City that Contractor and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Contractor represents and warrants to City that Contractor and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Contractor and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 Nondiscrimination and Equal Opportunity. Contractor shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Contractor under this Agreement.

Contractor shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 Termination. City may cancel this Agreement at any time and without cause upon written notification to Contractor.

Contractor may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Contractor shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Contractor delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Contractor or prepared by or for Contractor or the City in connection with this Agreement.

8.2 Extension. City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Contractor understands and agrees that, if City grants such an extension, City shall have no obligation to provide

Contractor with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Contractor for any otherwise reimbursable expenses incurred during the extension period.

8.3 Amendments. The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 Assignment and Subcontracting. City and Contractor recognize and agree that this Agreement contemplates personal performance by Contractor and is based upon a determination of Contractor's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Contractor. Contractor may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Contractor shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 Survival. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Contractor shall survive the termination of this Agreement.

8.6 Options upon Breach by Contractor. If Contractor materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Contractor pursuant to this Agreement;

8.6.3 Retain a different contractor to complete the work described in Exhibit A not finished by Contractor; or

8.6.4 Charge Contractor the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Contractor pursuant to Section 2 if Contractor had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 Records Created as Part of Contractor's Performance. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Contractor prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Contractor hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described

above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Contractor agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 Contractor's Books and Records. Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Contractor to this Agreement.

9.3 Inspection and Audit of Records. Any records or documents that Subsection 9.2 of this Agreement requires Contractor to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Venue. In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 Conflict of Interest. Contractor may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Contractor in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Contractor shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Contractor hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Contractor was an employee, agent, appointee, or official of the City in the previous 12 months, Contractor warrants that it did not participate in any manner in the forming of this Agreement. Contractor understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Contractor will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Contractor will be required to reimburse the City for any sums paid to the Contractor. Contractor understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

10.7 Solicitation. Contractor agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.8 Contract Administration. This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.9 Notices. Any written notice to Contractor shall be sent to:

Contract Sweeping Services, Inc.
Attn: Joe Vella, President
760 E Capitol Avenue
Milpitas, CA 95035

Any written notice to City shall be sent to:

City of Dublin
Att: Dean McDonald, Public Works Maintenance Superintendent
100 Civic Plaza
Dublin, CA 94568

10.10 Integration. This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A, B, and C represents the entire and integrated agreement between City and Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule
Exhibit C	Conflict of Interest Statement

10.11 Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

10.12 Certification per Iran Contracting Act of 2010. In the event that this contract is for one million dollars ($1,000,000.00) or more, by Contractor's signature below Contractor certifies that Contractor, and any parent entities, subsidiaries, successors or subunits of Contractor are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN

DocuSigned by:
Linda Smith
E33830CFFC044E0...
Linda Smith, City Manager

Attest:

DocuSigned by:
Marsha Moore
9BB70815D22F40A...
Marsha Moore, City Clerk

Approved as to Form:

DocuSigned by:
4D33BDE7E6D8453...
John Bakker, City Attorney

CONTRACT SWEEPING SERVICES, INC.

DocuSigned by:
Joe Vella
E8D372DE10FC422...
Joe Vella, President

3070365.1

EXHIBIT A

SCOPE OF SERVICES

Contractor shall provide City with street sweeping services for residential and commercial streets, intersections, parking lots, as well as emergency callout service.

SWEEPING CATEGORIES AND LOCATIONS:

COMMERCIAL STREETS: The following commercial streets, including all medians, shall be treated as residential streets (swept twice per month) for the purpose of this Agreement: Dublin Court, Sierra Lane, Sierra Court, Civic Plaza, Trinity Court, Houston Place and Central Parkway. These commercial streets shall be swept at a time agreed upon by City, as to avoid noise complaints from adjacent residents.

The following commercial streets, including all medians, shall be swept twice monthly, from January through October and four times monthly for the months of November and December. The following streets are defined as commercial streets:

- Altamirano Avenue (Arnold Road to BART parking lot)
- Amador Plaza Road (Amador Valley Boulevard to southerly end)
- Amador Valley Boulevard (Village Parkway to westerly end)
- Arnold Road (Altamirano Avenue to Gleason Drive)
- Campbell Lane (Dublin Boulevard to Demarcus Boulevard)
- Clark Avenue (Village Parkway to Dublin Boulevard)
- Demarcus Boulevard (Iron Horse Parkway to Dublin Boulevard)
- Dougherty Road (I-580 to Northerly City Limit, including a pass through the painted median areas)
- Dublin Boulevard. (Schaefer Ranch Road to Fallon Road)
- Fallon Road (Tassajara Road to I-580)
- Gleason Drive (Arnold Road to Fallon Road)
- Golden Gate Drive (Dublin Boulevard to southerly end)
- Hacienda Drive (I-580 to Gleason Drive)
- Iron Horse Parkway (Demarcus Boulevard to Dublin Boulevard)
- John Monego Court (Dublin Boulevard to southerly end)
- Lewis Avenue (Village Parkway to Portage Road)
- Martinelli Way (Hacienda Drive to Iron Horse Parkway)
- Regional Street (Amador Valley Boulevard to south end)
- Saint Patrick Way (Amador Plaza Road to Golden Gate Drive)
- San Ramon Road (I-580 to Alcosta Boulevard)
- Scarlett Court (Dublin Boulevard to east end)
- Scarlett Drive (Dublin Boulevard to Scarlett Court)
- Tassajara Road (I-580 to Cydonia Court)
- Village Parkway (Clark Avenue to Amador Valley Boulevard)

Any portion of the above streets which are not within the limits above shall be defined as a residential street and shall be swept in accordance with Residential Street Sweeping provisions.

RESIDENTIAL STREETS: The City is divided into seven residential sweeping zones. Residential street sweeping shall be performed twice monthly. In addition, center medians within the limits specified shall also be swept twice monthly. Residential sweeping shall commence no earlier than 8 a.m. so to avoid noise complaints from adjacent residents, except for streets located adjacent to identified schools which require sweeping at 6 a.m.

The City may agree to modify sweeping zones provided the following conditions:

- To allow for the addition of new street segments as accepted by the City (City will provide list in writing, as needed)
- Garbage collection route changes*

*Sweeping shall not occur on the same day as garbage pickup in any given area. Contractor shall sweep on days following garbage pickup, whenever possible. Route changes shall not be allowed without written authorization from the Public Works Maintenance Superintendent, or their designee. Should a route change be approved, Contractor shall be responsible for notifying individual households that are affected in writing at least two weeks prior to beginning the new schedule.

INTERSECTIONS: intersections listed below shall be swept twice monthly, paying special attention to areas of gravel and debris accumulated between through lanes and turn lanes:

- Dublin Boulevard/San Ramon Road
- Dublin Boulevard/Regional Street
- Dublin Boulevard/Golden Gate Drive
- Dublin Boulevard/Amador Plaza Road
- Dublin Boulevard/Village Parkway
- Dublin Boulevard/Dublin Court
- Dublin Boulevard/Sierra Court
- Dublin Boulevard/Dougherty Road
- Dublin Boulevard/Demarcus Boulevard
- Dublin Boulevard/Iron Horse Parkway
- Dublin Boulevard/Arnold Road
- Dublin Boulevard/Hacienda Drive
- Dublin Boulevard/Tassajara Road
- Dublin Boulevard/Fallon Road
- Amador Valley Blvd./San Ramon Road
- Amador Valley Blvd./Regional Street
- Amador Valley Blvd./Village Parkway
- Amador Valley Blvd./Amador Plaza Road
- Amador Valley Blvd./Dougherty Road
- Dougherty Road/Sierra Lane
- Gleason Drive/Hacienda Drive
- Gleason Drive/Tassajara Road
- Gleason Drive/Fallon Road
- Central Parkway/Hacienda Drive
- Central Parkway/Tassajara Road
- Central Parkway/Fallon Road
- Hacienda Drive/Martinelli Way

- PARKING LOTS: Contractor shall provide sweeping services twice monthly during the same weeks as residential sweeping. Sweeping shall be done after the normal operating hours of the facility so that no vehicles remain in the parking lot at the time sweeping is done. In the case of parks in residential neighborhoods (e.g., Alamo Creek Park and Shannon Park), sweeping shall be completed no earlier than 8 a.m. to avoid noise complaints from adjacent residents. Changes to sweeping days and times for all parking lots shall be approved by the Public Works Maintenance Superintendent, or their designee.

- Civic Center - 100 Civic Plaza

- Shannon Park/Community Center - 11600 Shannon Avenue
- Alamo Creek Park - Dougherty Road and Willow Creek Drive
- Dublin Sports Grounds - Dublin Boulevard next to Civic Center Plaza
- Emerald Glen Park, Gleason Drive at Tassajara Road (3 parking lots, one on Gleason Drive and two on Central Parkway)
- Senior Center, 7600 Amador Valley Boulevard
- Dublin Heritage Park 11805 Dublin Boulevard (2 parking lots, one at Heritage Park, one at bank parking lot on Dublin Boulevard
- Dougherty Hills Dog Park – Amador Valley Boulevard east of Stagecoach Road
- Fallon Sports Park (2 parking lots, one on Palermo Way, east of Lockhart Street and one on Central Parkway)
- Public Safety Complex (2 parking lots, one at 6361 Clark Avenue and one at 6363 Clark Avenue)

EMERGENCY CALLOUTS: Contractor shall provide a 24-hour telephone number and/or a list of employees, including mobile telephone numbers, who are available for 24-hour emergency callout service. Fall leaf clean-up shall be billed on an emergency callout basis. Compensation for emergency callouts shall be on an hourly basis as detailed in Exhibit B, Compensation Schedule.

TERMS:

Calculation of Curb Miles: Curb mileage shall be calculated according to actual street curb miles and not machine odometer readings. If Consultant and the City disagree on the number of curb miles in a given area, mileage may be measured and recalculated, but the final determination shall be made by City.

Report Submittal: Contractor shall submit a report with Global Positioning System (GPS) information for completed routes within the billing dates for each monthly invoice. Contractor shall submit an annual report, at fiscal year-end, of total curb miles serviced within the fiscal year.

If Contractor identifies a need for increased frequency, miles swept or altered callout hours, Contractor shall submit a proposal to the Public Works Superintendent, or their designee, and may not perform additional services without their written approval.

Any streets added to the City during the term of this Agreement, either by new construction or annexation, shall be swept according to the appropriate schedule, as determined by the Public Works Maintenance Superintendent, or their designee. The additional cost for sweeping these streets shall be based upon the per mile cost detailed in Exhibit B. Contractor shall be capable of providing any additional equipment and personnel needed to sweep potential development or annexation areas for the term of this Agreement.

The City additionally reserves the right to reduce the number of curb miles to be swept within a given year without incurring an increase in the agreed per-curb-mile cost for that year.

Holidays: If Contractor is unable to perform sweeping services due to a holiday, Contractor must provide an alternative schedule for streets missed. City shall be advised no later than thirty days in advance of holidays to be observed by Contractor and shall be provided with a makeup schedule that is no more than one week later. Once the makeup schedule is established, it shall not be changed without prior written approval of the City.

Quality of Sweeping: The street sweeper shall leave designated areas of sweeping free of all dirt, litter, debris, and visual dust.

The Contractor's street sweeper shall leave designated areas free of all dirt, litter, debris, and visual dust within the control of a fully operational machine. Due to various street widths and configurations throughout the City, street sweeping may require slower travel speed and/or multiple passes by the sweeper in many cases, to ensure curb-to-curb coverage of the street. Streets with raised medians (commercial and residential) shall have the curb-gutter perimeters of each raised median swept, including turnouts. Street-grade striped medians shall be swept in their entirety. All deposits within intersections shall be removed as part of the sweeping operations, resulting in minimal debris residual or tailings left on the swept surface following the completion of a pass(es) of the street sweeping machine. No sweeper shall blow debris onto private property or sidewalks.

Due to various street configurations and densities of the urban forest throughout the City, when necessary for proper cleaning, the Contractor shall make more than one pass on a street without extra charge. Payment will be made for the initial length of curb swept, not the number of passes needed to leave designated areas free of all dirt, litter, debris, and visual dust within the control of a fully operational machine.

Re-Sweeps – Those sweeps required of Contractor when previous sweeps have been deemed by City to be of poor quality, or when a street or sections of a street have been missed by Contractor during regularly scheduled street sweeping. Re-sweeps are completed at the expense of Contractor and shall be completed within 24-hours of notice, weather permitting. (from San Mateo County contract).

The Contractor shall immediately respond when notified by the City to re- sweep unsatisfactory areas at no additional charge. In areas with offset angles, extruded curbs, parking blocks or any areas where street sweeping equipment has difficulty in maneuvering, the Contractor shall use whatever legal means necessary to maintain the cleanliness of these areas. These areas are subject to all the terms and conditions listed in this contract.

Disposal of Sweepings: Contractor shall dispose of all refuse collected by hauling same to legally established refuse disposal sites or other site approved by the Public Works Superintendent, or their designee. Refuse shall not be stored on the street but shall be loaded into trucks or in appropriately placed containers, which shall be approved by the Public Works Superintendent, or their designee. If containers are used, they shall be dumped upon completion of the sweeping cycle. Any residual liquid waste shall be disposed of properly (e.g., not in the storm drain system).

Water: Contractor shall provide, at their own expense, sufficient water for the street sweeping equipment necessary to comply with this Agreement and to assure that the curb and gutter are left in a clean condition and the amount of dust during sweeping is kept to a minimum. Water meters shall be obtained from the Dublin San Ramon Services District. The cost of water shall be paid by Contractor and included in the unit costs for various sweeping services. Contractor shall report gallons of water used per route as part of the monthly invoice reporting. Contractor shall, at no time, complete routes without refill of water reservoir.

Equipment: Equipment not suitable to produce the quality of work required shall not be permitted to operate on the contract work. All equipment shall be subject to the approval of the Director of Public Works prior to use. All sweeping equipment shall have appropriate safety markings consisting of all highway lighting, flashing and warning lights, clearance lights, and warning flags, all in accordance with the State Vehicle Code, the City of Dublin Noise Ordinance and approved by the Director of Public Works. All vehicles and equipment used by the Contractor must be clearly identified with the name of the company and telephone number on each side of the equipment.

Equipment must be maintained and clean at all times; mechanical brushes and brooms shall be maintained in proper condition and shall be replaced as recommended by the manufacturer or when pick-up ability becomes repaired.

Age of Vehicles: The age of all streets sweeping equipment shall be no older than six (6) years, unless the Director of Public Works grants approval.

The use of a steel plate on the sweeper wheel to prevent tire scuffing against the curb will not be permitted. At all times the Contractor shall properly maintain a minimum of two (2) machine sweepers, both as to condition and appearance, for use on the work under this contract.

Sweepers must be equipped with mobile radio communications or cellular telephones to the Contractor's dispatch office, as well as GPS monitoring devices. Contractor will provide the City with access to the GPS system which allows for the monitoring of each sweeper's current location, as well as previously traveled locations when requested. Contractor shall provide the City with computer access to program to use GPS system at no cost.

Equipment Operation: The Contractor shall operate the sweepers between 4 and 5 miles per hour when sweeping, unless it can be proven the sweeper can operate at a higher speed and still operate efficiently.

Regulatory Compliance: Work, equipment, and methods shall be in compliance with all applicable California Air Resources Board (CARB), Bay Area Air Quality Management District (BAAQMD) and National Pollutant Discharge Elimination System (NPDES) regulations and requirements.

Any street sweeping vehicle fluid leaks will be cleaned immediately using all appropriate dry cleaning methods and properly disposed. Each sweeper provided by the Contractor shall carry a spill kit and the operator shall be properly trained on how to clean spills. Costs incurred by the City to respond to, clean up, and/or contain fluid spills from any Contractor's vehicle shall be paid by the Contractor.

Delays in Sweeping Schedule: In the event of delays to the sweeping schedule, Contractor shall notify the City as soon as possible and provide a makeup schedule satisfactory to the City.

Contractor shall use and furnish at his own expense all labor, equipment, and materials necessary for the satisfactory performance of the street sweeping and parking lot sweeping work set forth herein. Contractor shall deploy at a minimum, one vehicle with a back-brush each service day. After sweeping, curbs and gutters shall be left in a clean condition. A clean condition is defined as the absence of residue in the streets and gutters upon the completion of the sweeping operation. Sweeping shall include as many

passes as necessary to leave the street in a clean condition. Contractor shall maintain a log that records dates, times, streets, and miles swept. The log shall be available for inspection by the Public Works Superintendent, or their designee as soon as possible upon request.

Obstructions: Contractor shall make all possible effort to avoid obstacles while completing a thorough sweep of streets. It is the responsibility of Contractor to replace and/or repair damaged assets within Public Right-of-Way. Contractor shall notify City of issues of concern where obstructions are in the way of completing work.

Handling of Customer Complaints: Contractor, at the direction of City, shall reach out to residents to address complaints within the same business day reported. Contractor shall follow up with City to report on any and all resolutions to complaints and concerns.

Performance: If at any time City feels the performance of Contractor is not meeting the needs of its residents and business community, City shall bring this to the attention of the Company President for immediate resolution.

The Contractor shall furnish copies of valid commercial driver licenses for all operators assigned to the City, whether permanently or temporarily assigned.

EXHIBIT B

COMPENSATION SCHEDULE

Annual Street Sweeping Quantities				
Item description	**Unit**	**Est. Quantities**	**Unit Price**	**Total Price**
Residential Street Sweeping (2x monthly)	Curb mile	5,800	$29.75	$172,550.00
Commercial Street Sweeping (2x monthly except for Nov and Dec which are 4x monthly)	Curb mile	2,650	$29.75	$78,837.50
Intersections	Each	655	$5.00	$3,275.00
Callouts (Includes Special Events and additional fall leaf season cleanup) Minimum 2 hours	Hours	150	$100.00	$15,000.00
Parking Lots	Each	150	$50.00	$7,500.00
Totals				**$277,162.50**

The above chart lists estimates for FY 2020-21, totaling $277,163. Assuming an average of 120 new curb miles added annually, as well as a 3% CPI increase, a contract not to exceed amount for three years would be approximately $867,500.

Year 1	$277,163
Year 2	$289,048
Year 3	$301,289
Total	$867,500

Contractor shall notify City of any proposed increases to costs no later than 60 days prior to a new Fiscal Year (July 1 – June 30). Any changes to costs shall be approved in writing by the Public Works Maintenance Superintendent, or their designee. Any such annual increase shall be calculated based on the Bay Area Consumer Index Rate (CPI) and shall not exceed 3%.

Please note, reimbursable expenses are built into rates as identified above.

Note that quantities shown are projected amounts for Fiscal Year 2020-2021 and are not necessarily the exact amount to be swept. Street Sweeping services will be paid for based on actual quantities of the unit of measure of the associated bid item.

When requesting callout services, the City shall provide Contractor with the number of hours required. If not provided, a one hour minimum shall be assumed.

Invoices shall be submitted electronically to: pwinvoices@dublin.ca.gov no more than once monthly and as work is completed.

EXHIBIT C

CONFLICT OF INTEREST

Consultant confirms the ability to meet the City of Dublin's Conflict of Interest requirements as specified in the City's RFP.

Consultant is not aware of any recent, current or anticipated contractual obligations which will pose a potential conflict of interest with the work on this project. Consultant agrees that, for the term of this agreement, no member, officer or employee of the City of Dublin, or a public body within Alameda County or member of delegate to the Congress of the United States, during his/her tenure of for one year thereafter, shall have any direct interest in the contacts or any direct or material benefit arising therefrom

CONTRACTOR SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND
UNIVERSAL BUILDING SERVICES AND SUPPLY CO.

THIS AGREEMENT for carpet cleaning and window services is made by and between the City of Dublin ("City") and Universal Building Services and Supply Co. ("Contractor") (together sometimes referred to as the "Parties") as of July 1, 2020 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Contractor shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2023, the date of completion specified in Exhibit A, and Contractor shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Contractor to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Contractor and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Contractor for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Contractor shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Contractor is engaged.

1.3 Assignment of Personnel. Contractor shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Contractor shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Contractor shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Contractor's obligations hereunder.

1.5 Reserved

1.6 Public Works Contractor Registration. Contractor agrees, in accordance with Section 1771.1 of the California Labor Code, that Contractor or any subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work,

as defined in Chapter 1 of Part 7 of Division 2 of the California Labor Code, unless currently registered and qualified to perform public work pursuant to California Labor Code section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to California Labor Code section 1725.5. Contractor agrees, in accordance with Section 1771.4 of the California Labor Code, that if the work under this Agreement qualifies as public work, it is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Section 2. COMPENSATION. City hereby agrees to pay Contractor a sum not to exceed TWO HUNDRED FOURTY THOUSAND THREE HUNDRED EIGHTY-TWO DOLLARS ($240,382) notwithstanding any contrary indications that may be contained in Contractor's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Contractor's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Contractor for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Contractor for services rendered pursuant to this Agreement. Contractor shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Contractor shall not bill City for duplicate services performed by more than one person.

Contractor and City acknowledge and agree that compensation paid by City to Contractor under this Agreement is based upon Contractor's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Contractor. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Contractor and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 Invoices. Contractor shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. No individual performing work under this Agreement shall bill more than 2,000 hours in a fiscal year unless approved, in writing, by the City Manager or his/her designee. Invoices shall contain the following information:

- The dates of service provided at each facility;
  - Daily logs of total hours worked by each individual performing work under this Agreement
    - Hours must be logged in increments of quarter hour
    - If this Agreement covers multiple tasks or locations, all hours must also be logged by task or location
    - A brief description of the work
- The Contractor's signature;

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Contractor.

2.3 **Reserved**

2.4 **Total Payment.** City shall pay for the services to be rendered by Contractor pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Contractor in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Contractor submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Contractor on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.6 **Reimbursable Expenses.** Reimbursable expenses are specified in Exhibit B. Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.7 **Payment of Taxes.** Contractor is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Contractor terminates this Agreement pursuant to Section 8, the City shall compensate the Contractor for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Contractor shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 **Authorization to Perform Services.** The Contractor is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

2.10 **Liquidated Damages.** Failure of Contractor to respond to problems referred to it by City within the time limits established in Subsection 1.2 of this Agreement shall result in liquidated damages as set forth in Exhibit A.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Contractor shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Contractor only the facilities and equipment listed

in this section, and only under the terms and conditions set forth herein. Contractor shall make a written request to City to use facilities or equipment not otherwise listed herein.

3.1 **Safety Requirements.** In accordance with generally accepted construction practices and state law, Contractor shall be solely and completely responsible for conditions on the jobsite, including safety of all persons and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours.

Contractor shall take all necessary precautions and provide all necessary safeguards to prevent personal injury and property damage. Contractor shall provide protection for all persons including, but not limited to, its employees and employees of its subcontractors; members of the public; and employees, agents, and representatives of the City and regulatory agencies that may be on or about the work.

The services of the City in conducting review and inspection of Contractor's performance is not intended to include review of the adequacy of Contractor's work methods, equipment, bracing or scaffolding, or safety measures, in, on, or near any Contractor jobsite.

All work and materials shall be in strict accordance with all applicable state, city, county, and federal rules, regulations and codes, with specific attention to the United States Department of Labor Occupational Health and Safety Administration (OSHA) requirements. Contractor shall be solely responsible for compliance with all city, county, and state explosive transport, storage, and blasting requirements and for any damages caused by such operations.

Contractor is hereby informed that work on City property could be hazardous. Contractor shall carefully instruct all personnel working on City property that all conditions of the property are potentially hazardous work areas as to potential dangers and shall provide such necessary safety equipment and instructions as are necessary to prevent injury to personnel and damage to property. Special care shall be exercised relative to work underground.

In addition to complying with all other safety regulations, Contractor shall abide by any and all other City requirements contained in any specifications, special conditions or manuals, which shall be made available by City upon request.

Contractor shall provide and maintain all necessary safety equipment such as fences, barriers, signs, lights, walkways, guards, and fire prevention and fire-fighting equipment and shall take such other action as is required to fulfill its obligations under this section. It is the intent of the City to provide a safe working environment under normal conditions. CONTRACTOR IS ADVISED THAT CITY'S OPERATIONS AND PROPERTY ARE INHERENTLY HAZARDOUS BECAUSE OF CONDITIONS SUCH AS CONFINED SPACES, POTENTIALLY EXPLOSIVE ATMOSPHERES, AND POSSIBLE EXPOSURE TO PATHOGENS.

Contractor shall maintain all portions of the jobsite in a neat, clean, and sanitary condition at all times. If required by the City, toilets shall be furnished by Contractor where needed for use of its employees and their use shall be strictly enforced. Contractor shall not use the City's existing sanitary facilities, unless previously authorized by the City.

Contractor shall keep adequate first aid facilities and supplies available and instruction in first aid for its employees shall be given.

City reserves the right to require that Contractor bring onto the project or engage the services of a licensed safety engineer at any time during the term of this Agreement. If Contractor does not have a licensed safety engineer on staff, then City may require that Contractor engage a subcontractor or subconsultant as the project's safety engineer. Contractor shall bear all costs in connection with meeting the requirements of this section.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Contractor, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Contractor and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Contractor shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Contractor shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Contractor's bid. Contractor shall not allow any subcontractor to commence work on any subcontract until Contractor has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Contractor shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation.

4.1.1 General Requirements. Contractor shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Contractor. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Contractor may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Contractor, its employees, agents, and subcontractors.

4.1.2 Submittal Requirements. To comply with Subsection 4.1, Contractor shall submit the following:

a. Certificate of Workers' Compensation Insurance in the amounts specified in the section; and

b. Waiver of Subrogation Endorsement as required by the section.

4.2 Commercial General and Automobile Liability Insurance.

4.2.1 General Requirements. Contractor, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $2,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $2,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

4.2.2 Minimum Scope of Coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 Additional Requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Contractor; or automobiles owned, leased, hired, or borrowed by the Contractor.

c. Contractor hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Contractor agrees to obtain any endorsements that may be necessary to affect this waiver of subrogation.

d. For any claims related to this Agreement or the work hereunder, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

4.2.4 Submittal Requirements. To comply with Subsection 4.2, Contractor shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section;

c. Waiver of Subrogation Endorsement as required by the section; and

d. Primary Insurance Endorsement as required by the section.

4.3 All Policies Requirements.

4.3.1 Acceptability of Insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.3.2 Verification of Coverage. Prior to beginning any work under this Agreement, Contractor shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Contractor by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Contractor beginning work, it shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.3.3 Deductibles and Self-Insured Retentions. Contractor shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.3.4 Wasting Policies. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.3.5 Endorsement Requirements. Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.3.6 Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.4 Remedies. In addition to any other remedies City may have if Contractor fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Contractor's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Contractor to stop work under this Agreement or withhold any payment that becomes due to Contractor hereunder, or both stop work and withhold any payment, until Contractor demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONTRACTOR'S RESPONSIBILITIES. Contractor shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers from and against any and all liability, loss, damage, claims, expenses, and costs (including without limitation, attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Contractor's performance of the Services or its failure to comply with any of its obligations contained in this Agreement, except such Liability caused by the sole negligence or willful misconduct of City.

The Contractor's obligation to defend and indemnify shall not be excused because of the Contractor's inability to evaluate Liability or because the Contractor evaluates Liability and determines that the Contractor is not liable to the claimant. The Contractor must respond within 30 days, to the tender of any claim for defense and indemnity by the City, unless this time has been extended by the City. If the Contractor fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due the Contractor under and by virtue of this Agreement as shall reasonably be considered necessary by the City, may be retained by the City until disposition has been made of the claim or suit for damages, or until the Contractor accepts or rejects the tender of defense, whichever occurs first.

Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to time, such duties of Contractor to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782.

In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Contractor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Section 6. STATUS OF CONTRACTOR.

6.1 Independent Contractor. At all times during the term of this Agreement, Contractor shall be an independent contractor and shall not be an employee of City. This Agreement shall not be construed as an agreement for employment. City shall have the right to control Contractor only insofar as the results of Contractor's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement. Contractor further acknowledges that Contractor performs Services outside the usual course of the City's business; and is customarily engaged in an independently established trade, occupation, or business of the same nature as the Contractor performs for the City, and has the option to perform such work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Contractor and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 Contractor Not an Agent. Except as City may specify in writing, Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 Governing Law. The laws of the State of California shall govern this Agreement.

7.2 Compliance with Applicable Laws. Contractor and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.

7.3 Other Governmental Regulations. To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Contractor and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Contractor represents and warrants to City that Contractor and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Contractor represents and warrants to City that Contractor and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Contractor and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Contractor shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Contractor under this Agreement.

Contractor shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 **Termination.** City may cancel this Agreement at any time and without cause upon written notification to Contractor.

Contractor may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Contractor shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Contractor delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Contractor or prepared by or for Contractor or the City in connection with this Agreement.

8.2 **Extension.** City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Contractor understands and agrees that, if City grants such an extension, City shall have no obligation to provide Contractor with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Contractor for any otherwise reimbursable expenses incurred during the extension period.

8.3 **Amendments.** The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 **Assignment and Subcontracting.** City and Contractor recognize and agree that this Agreement contemplates personal performance by Contractor and is based upon a determination of Contractor's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Contractor. Contractor may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Contractor shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Contractor shall survive the termination of this Agreement.

8.6 **Options upon Breach by Contractor.** If Contractor materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Contractor pursuant to this Agreement;

8.6.3 Retain a different contractor to complete the work described in Exhibit A not finished by Contractor; or

8.6.4 Charge Contractor the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Contractor pursuant to Section 2 if Contractor had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Contractor's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Contractor prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Contractor hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Contractor agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 **Contractor's Books and Records.** Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Contractor to this Agreement.

9.3 **Inspection and Audit of Records.** Any records or documents that Subsection 9.2 of this Agreement requires Contractor to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 **Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 **Venue.** In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 **Conflict of Interest.** Contractor may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Contractor in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Contractor shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Contractor hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Contractor was an employee, agent, appointee, or official of the City in the previous 12 months, Contractor warrants that it did not participate in any manner in the forming of this Agreement. Contractor understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Contractor will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Contractor will be required to reimburse the City for any sums paid to the Contractor. Contractor understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

10.7 **Solicitation.** Contractor agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.8 **Contract Administration.** This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.9 **Notices.** Any written notice to Contractor shall be sent to:

Universal Building Services and Supply, Co.
Att: Dario DeVincenzi
3120 Pierce Street
Richmond, CA 94804

Any written notice to City shall be sent to:

City of Dublin
Att: Dean McDonald
100 Civic Plaza
Dublin, CA 94568

10.10 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A, B, and C represents the entire and integrated agreement between City and Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule & Reimbursable Expenses
Exhibit C	Conflict of Interest Statement

10.11 **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

10.12 **Certification per Iran Contracting Act of 2010.** In the event that this contract is for one million dollars ($1,000,000.00) or more, by Contractor's signature below Contractor certifies that Contractor, and any parent entities, subsidiaries, successors or subunits of Contractor are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN

DocuSigned by:
Linda Smith
E33836CFFC044E0...
Linda Smith, City Manager

Attest:

DocuSigned by:
Marsha Moore
9BB70815D22F40A...
Marsha Moore, City Clerk

Approved as to Form:

DocuSigned by:
4D33BDE7E6D8453...
John Bakker, City Attorney

UNIVERSAL BUILDING SERVICES AND SUPPLY CO.

DocuSigned by:
Dario DeVincenzi
F8F63B24D7C24DF...
Dario DeVincenzi, Operations Manager

3070365.1

EXHIBIT A

SCOPE OF SERVICES

CONTRACTOR shall provide qualified personnel, transportation and supplies necessary to perform carpet cleaning services for eleven (11) City facilities and window cleaning services at eight (8) City facilities.

CARPET CLEANING SERVICES

LOCATION 1: Dublin Civic Center - 100 Civic Plaza

Schedule	Regional Meeting Room 1,150sf	Area A 2,622sf	Area B 4,730sf	Area C 1,748sf	Council Chambers Floor Only 500sf	Chamber Seating Floor Only 2,000sf
July	X	X				
August	X	X	X		X	
September	X	X				
October	X	X				
November	X	X	X			
December	X	X				
January	X	X				
February	X	X	X	X	X	X
March	X	X				
April	X	X				
May	X	X	X			
June	X	X				

Area A Includes: Administration Wing 1st floor main hallway, staircases, 2nd floor main hallways (outside Finance and City Manager's Office) and staircases.
Area B Includes: Internal corridors and traffic areas, Administration Wing.
Area C Includes: Old Police Wing.

LOCATION 2: Dublin Library – 200 Civic Plaza

Schedule	Community Room 1,600sf	Main Library / Virginia Bennet Room 14,150sf	Program Room 575sf
July	X		
September	X	X	X
November	X		
January	X	X	X
March	X		
May	X	X	X

LOCATION 3: **Senior Center - 7600 Amador Valley Boulevard**

Schedule	All Carpet Areas 4,405sf
July	X
September	X
November	X
January	X
March	X
May	X

LOCATION 4: **Shannon Community Center – 11600 Shannon Avenue**

Schedule	Area A 7,610sf	Area B 1,035sf
July	X	
August	X	X
September	X	
October	X	X
November	X	
December	X	X
January	X	
February	X	X
March	X	
April	X	X
May	X	
June	X	X

Area A Includes: Ballroom 7,400 sf (must be cleaned using dry extraction), classroom, lobby and hallway.
Area B Includes: Offices.

LOCATION 5: **Fire Station 16 - 7494 Donohue Drive**

Schedule	All Carpet Areas 2,260sf	Notes
April	X	Annual cleaning coordinated by staff with Contractor

LOCATION 6: **Fire Station 17 – 6200 Madigan Avenue**

Schedule	All Carpet Areas 3,480sf	Notes
April	X	Annual cleaning coordinated by staff with Contractor

LOCATION 7: Fire Station 18 – 4800 Fallon Road

Schedule	All Carpet Areas 1,980sf	Notes
April	X	Annual cleaning coordinated by staff with Contractor

LOCATION 8: Heritage Center & Museum – 6600 Donlon Way

Schedule	All Carpet Areas 600sf	Notes
October	X	Semi-Annual cleaning coordinated by staff with Contractor
May	X	Semi-Annual cleaning coordinated by staff with Contractor

LOCATION 9: The WAVE Aquatic Center – 4201 Central Pkwy

Schedule	Area A 4,504sf	Area B 1,800sf
July	X	
August	X	X
September	X	
October	X	X
November	X	
December	X	X
January	X	
February	X	X
March	X	
April	X	X
May	X	
June	X	X

Area A Includes: Multi-purpose room, lobby and hallway.
Area B Includes: Offices.

LOCATION 10: Corporation Yard- 5709 Scarlett Court

Schedule	All Carpet Areas 1,800sf	Notes
April	X	Annual cleaning coordinated by staff with Contractor

LOCATION 11: Public Safety Complex (Police Services) – 6361 Clark Avenue

Schedule	All Carpet Areas 12,055sf	Notes
October	X	Semi-Annual cleaning coordinated by staff with Contractor
May	X	Semi-Annual cleaning coordinated by staff with Contractor

WINDOW CLEANING SERVICES

LOCATION	FREQUENCY
1. Civic Center – 100 Civic Center (Both Wings)	
All exterior perimeter windows	May & October
All interior windows, atrium & partition glass	October
Lobbies (both wings) - Interior and exterior	September & March
Atrium (hallway) – Exterior	Upon Request
Atrium (hallway) – Interior	Upon Request
2. Library – 200 Civic Center	
All exterior perimeter windows -exterior only	Feb, Jun, Sep, Dec
All interior windows & partition glass	October
Atrium hi-bay circular windows	October
Entrance lobby glass doors	Feb, Jun, Sep, Dec
3. Shannon Community Center – 11600 Shannon Avenue	
Perimeter windows - Exterior only	Feb, Jun, Oct
Perimeter windows - Interior only	June
Interior partitions and doors	June
4. Dublin Senior Center – 7600 Amador Valley Boulevard	
Perimeter windows - Exterior only	April & October
Perimeter windows -Interior only	October
5. Dublin Heritage Center – 6600 Donlon Way	
Museum - Interior and exterior	September
Church - Interior and exterior	September
Kolb House - Interior and exterior	September
School Barn - Interior and exterior	September
Public Restroom Building - Interior and exterior	September
Art Studio - Interior and exterior	September
6. The WAVE Aquatic Park – 4201 Central Parkway	
Perimeter windows - Exterior only	May, Jun, Sep, Jan
Perimeter windows - Interior only	May, Jun, Sep, Jan
Natatorium windows (second story) - Interior and exterior	October & March
Lobby lower windows - Interior and exterior	Upon Request

7. Public Safety Complex (Police Services)– 6361 Clark Avenue	
Perimeter windows - Exterior only	June
Perimeter windows -Interior only	June
8. Corporation Yard – 5709 Scarlett Court	
Perimeter windows - Exterior only	June
Perimeter windows -Interior only	June

CONTRACTOR REQUIREMENTS

1. Upon the City of Dublin's request, the contractor shall provide Safety Data Sheets (SDS) for all chemicals used for window cleaning.
2. Contractor shall provide all personnel, uniforms, tools, equipment, parts, records/logs, rags, cleaning chemicals, etc., necessary to perform the services described. All other materials/supplies required to perform this service, and not otherwise mentioned, shall be provided by the Contractor at his/her expense.
3. Contractor shall adhere to all current state and local water use restrictions & regulations.
4. Window Cleaning shall be performed on site during regular business hours, between 8:00 AM and 5:00 PM on weekdays, unless it causes a disruption to the City of Dublin employees or the City's ability to serve the community or presents a safety hazard/disruption to others.
5. Contractor shall be responsible for all damage which occurs to City property while performing services, regardless of whether the damage is to an item(s) being cleaned or to other item(s) in and around the unit where services are being performed.
6. Contractor is not allowed to subcontract work to a third party once a service contract agreement has been approved.
7. Contractor is responsible for maintaining a safe work area while cleaning windows which includes installing safety barricades and signs to warn the public.

CONTRACTOR PERSONNEL REQUIREMENTS

1. Contractor shall assign a sufficient number of trained & experienced employees to perform the required service. Contractor shall designate one (1) employee as principal with full responsibility for directing the entire crew. Each principal shall be authorized to act for the Contractor in every detail.
2. Contractor shall furnish and require every on-duty employee to wear a company shirt or a visible photo identification badge identifying employee by name.
3. All assigned personnel are subject to a criminal history records check performed using Live Scan. Government fees are required for the State (DOJ) and Federal (FBI) level criminal history record checks. Contractor is responsible for the fee to perform such records search. A $45 application per personnel is required to perform a formal criminal history records check. Should an employee not pass the criminal history records check; a refund will not be provided.
4. All assigned personnel must have all the proper safety training, and equipment operator certificates to meet the minimum requirements of Cal OSHA.

EXHIBIT B

COMPENSATION SCHEDULE

CARPET CLEANING SERVICES

DUBLIN CIVIC CENTER - 100 CIVIC PLAZA

Schedule	Regional Meeting Room	Area A	Area B	Council Chambers	Chamber Seating	Cost
July	X	X				$566
August	X	X	X			$1,276
September	X	X				$566
October	X	X				$566
November	X	X	X	X		$1,350
December	X	X				$566
January	X	X				$566
February	X	X	X		X	$1,838
March	X	X				$566
April	X	X				$566
May	X	X	X	X		$1,350
June	X	X				$566

Area A Includes: Administration Wing 1st Floor main hallway, staircases, upstairs main hallways (outside Finance and City Manager's Office), Parks Wing 1st Floor main hallway, staircases.
Area B Includes: Internal corridors and traffic areas, entire building.

Services to be completed on the 3rd Thursday of each month listed above with a start time of 6:00 pm.

DUBLIN LIBRARY – 200 CIVIC PLAZA

Schedule	Community Room	Main Library / Virginia Bennet Room	Program Room	Cost
July	X			$240
September	X	X	X	$2,435
November	X			$240
January	X	X	X	$2,435
March	X			$240
May	X	X	X	$2,435

Services to be completed on the 4th Friday of each month listed above.

SENIOR CENTER - 7600 AMADOR VALLEY BOULEVARD

Schedule	All Carpet Areas	Cost
July	X	$660
September	X	$660
November	X	$660
January	X	$660
March	X	$660
May	X	$660

Services to be completed on the 2nd Monday of each month listed above.

SHANNON COMMUNITY CENTER – 11600 SHANNON AVENUE

Schedule	Area A	Area B	Cost
July	X		$1,142
August	X	X	$1,298
September	X		$1,142
October	X	X	$1,298
November	X		$1,142
December	X	X	$1,298
January	X		$1,142
February	X	X	$1,298
March	X		$1,142
April	X	X	$1,298
May	X		$1,142
June	X	X	$1,298

Area A Includes: Ballroom (with spot treatment at every cleaning), classroom, lobby and hallway.
Area B Includes: Offices.

Services to be completed on the 1st Monday of each month listed above.

FIRE STATION 16 - 7494 DONOHUE DRIVE*

Schedule	All Carpet Areas	Cost
April	X	$339

FIRE STATION 17 – 6200 MADIGAN AVENUE*

Schedule	All Carpet Areas	Cost
April	X	$522

FIRE STATION 18 – 4800 FALLON ROAD*

Schedule	All Carpet Areas	Cost
April	X	$297

HERITAGE CENTER & MUSEUM – 6600 DONLON WAY*

Schedule	All Carpet Areas	Cost
October	X	$99
May	X	$99

PUBLIC SAFETY COMPLEX (POLICE SERVICES) – 6361 CLARK AVENUE*

Schedule	All Carpet Areas	Cost
October	X	$1,810
May	X	$1,810

THE WAVE AQUATIC CENTER – 4201 CENTRAL PARKWAY*

Schedule	Area A 4,504sf	Area B 1,800sf	Cost
July	X		$558
August	X	X	$828
September	X		$558
October	X	X	$828
November	X		$558
December	X	X	$828
January	X		$558
February	X	X	$828
March	X		$558
April	X	X	$828
May	X		$558
June	X	X	$828

CORPORATION YARD – 5709 SCARLETT COURT*

Schedule	All Carpet Areas	Cost
October	X	$270
May	X	$270

***Cleanings at these locations shall be coordinated by staff with Contractor.**

WINDOW CLEANING SERVICES

LOCATION	FREQUENCY	PER VISIT	ANNUAL
1. Civic Center – 100 Civic Center (Both Wings)			
All exterior perimeter windows	May & October	$1,200	$2,400
All interior windows, atrium & partition glass	October	$2,400	$2,400
Lobbies (both wings) - Interior and exterior	September & March	$200	$400
Atrium (hallway) – Exterior	Upon Request	$400	
Atrium (hallway) – Interior	Upon Request	$1,200	
2. Library – 200 Civic Center			
All exterior perimeter windows -exterior only	Feb, Jun, Sep, Dec	$600	$2,400
All interior windows & partition glass	October	$800	$800
Atrium hi-bay circular windows	October	$200	$200
Entrance lobby glass doors	Feb, Jun, Sep, Dec	$100	$400
3. Shannon Community Center – 11600 Shannon Avenue			
Perimeter windows - Exterior only	Feb, Jun, Oct	$500	$1,500
Perimeter windows - Interior only	June	$500	$500
Interior partitions and doors	June	$100	$100
4. Dublin Senior Center – 7600 Amador Valley Boulevard			
Perimeter windows - Exterior only	April & October	$300	$600
Perimeter windows -Interior only	October	$400	$400
5. Dublin Heritage Center – 6600 Donlon Way			
Museum - Interior and exterior	September	$250	$250
Church - Interior and exterior	September	$100	$100
Kolb House - Interior and exterior	September	$200	$200
School Barn - Interior and exterior	September	$50	$50
Public Restroom Building - Interior and exterior	September	$50	$50
Art Studio - Interior and exterior	September	$200	$200
6. The WAVE Aquatic Park – 4201 Central Parkway			
Perimeter windows - Exterior only	May, Jun, Sep, Jan	$800	$3,200
Perimeter windows - Interior only	May, Jun, Sep, Jan	$800	$3,200
Natatorium windows (second story) - Interior and exterior	October & March	$900	$1,800
Lobby lower windows - Interior and exterior	Upon Request	$200	
7. Public Safety Complex (Police Services)– 6361 Clark Avenue			
Perimeter windows - Exterior only	June	$510	$510
Perimeter windows -Interior only	June	$500	$500
8. Corporation Yard – 5709 Scarlett Court			
Perimeter windows - Exterior only	June	$50	$50
Perimeter windows -Interior only	June	$50	$50

	Window Cleaning	Window Contingency	Carpet Cleaning	Carpet Contingency	Annual Total
Year 1	$24,060	$1,500	$50,799	$1,500	$77,859
Year 2	$24,782	$1,500	$52,323	$1,500	$80,105
Year 3	$25,525	$1,500	$53,893	$1,500	$82,418
Total	**$74,367**	**$4,500**	**$157,015**	**$4,500**	**$240,382**

Contractor shall notify City of any proposed increases to costs no later than 60 days prior to a new Fiscal Year (July 1 – June 30). Any changes to costs shall be approved in writing by the Public Works Maintenance Superintendent, or their designee. Any such annual increase shall be calculated based on the Bay Area Consumer Index Rate (CPI) and shall not exceed 3%.

Please note, reimbursable expenses are built into rates as identified above.

Invoices shall be submitted electronically to: pwinvoices@dublin.ca.gov no more than once monthly and as work is completed.

EXHIBIT C

CONFLICT OF INTEREST

Consultant confirms the ability to meet the City of Dublin's Conflict of Interest requirements as specified in the City's RFP.

Consultant is not aware of any recent, current or anticipated contractual obligations which will pose a potential conflict of interest with the work on this project. Consultant agrees that, for the term of this agreement, no member, officer or employee of the City of Dublin, or a public body within Alameda County or member of delegate to the Congress of the United States, during his/her tenure of for one year thereafter, shall have any direct interest in the contacts or any direct or material benefit arising therefrom

CONTRACTOR SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND
PRUDENTIAL OVERALL SUPPLY

THIS AGREEMENT for mat and towel services is made by and between the City of Dublin ("City") and Prudential Overall Supply ("Contractor") (together sometimes referred to as the "Parties") as of July 1, 2020 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Contractor shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2023, the date of completion specified in Exhibit A, and Contractor shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Contractor to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Contractor and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Contractor for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Contractor shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Contractor is engaged.

1.3 Assignment of Personnel. Contractor shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Contractor shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Contractor shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Contractor's obligations hereunder.

1.5 Reserved

1.6 Public Works Contractor Registration. Contractor agrees, in accordance with Section 1771.1 of the California Labor Code, that Contractor or any subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work,

as defined in Chapter 1 of Part 7 of Division 2 of the California Labor Code, unless currently registered and qualified to perform public work pursuant to California Labor Code section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to California Labor Code section 1725.5. Contractor agrees, in accordance with Section 1771.4 of the California Labor Code, that if the work under this Agreement qualifies as public work, it is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Section 2. COMPENSATION. City hereby agrees to pay Contractor a sum not to exceed FORTY-TWO THOUSAND EIGHT HUNDRED THIRTY DOLLARS ($42,830), notwithstanding any contrary indications that may be contained in Contractor's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Contractor's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Contractor for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Contractor for services rendered pursuant to this Agreement. Contractor shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Contractor shall not bill City for duplicate services performed by more than one person.

Contractor and City acknowledge and agree that compensation paid by City to Contractor under this Agreement is based upon Contractor's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Contractor. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Contractor and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 Invoices. Contractor shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. No individual performing work under this Agreement shall bill more than 2,000 hours in a fiscal year unless approved, in writing, by the City Manager or his/her designee. Invoices shall contain the following information:

- The dates of service provided at each facility;
  - Daily logs of total hours worked by each individual performing work under this Agreement
    - Hours must be logged in increments of tenths of an hour or quarter hour
    - If this Agreement covers multiple tasks, all hours must also be logged by task
    - A brief description of the work
- The Contractor's signature;

2.2 Monthly Payment. City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Contractor.

2.3 Total Payment. City shall pay for the services to be rendered by Contractor pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Contractor in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Contractor submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.4 Hourly Fees. Fees for work performed by Contractor on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.5 Reimbursable Expenses. Reimbursable expenses are specified in Exhibit B. Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.6 Payment of Taxes. Contractor is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.7 Payment upon Termination. In the event that the City or Contractor terminates this Agreement pursuant to Section 8, the City shall compensate the Contractor for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Contractor shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.8 Authorization to Perform Services. The Contractor is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

2.9 Liquidated Damages. Failure of Contractor to respond to problems referred to it by City within the time limits established in Subsection 1.2 of this Agreement shall result in liquidated damages as set forth in Exhibit A.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Contractor shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Contractor only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein. Contractor shall make a written request to City to use facilities or equipment not otherwise listed herein.

3.1 Safety Requirements. In accordance with generally accepted construction practices and state law, Contractor shall be solely and completely responsible for conditions on the jobsite, including safety of all persons and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours.

Contractor shall take all necessary precautions and provide all necessary safeguards to prevent personal injury and property damage. Contractor shall provide protection for all persons including, but not limited to, its employees and employees of its subcontractors; members of the public; and employees, agents, and representatives of the City and regulatory agencies that may be on or about the work.

The services of the City in conducting review and inspection of Contractor's performance is not intended to include review of the adequacy of Contractor's work methods, equipment, bracing or scaffolding, or safety measures, in, on, or near any Contractor jobsite.

All work and materials shall be in strict accordance with all applicable state, city, county, and federal rules, regulations and codes, with specific attention to the United States Department of Labor Occupational Health and Safety Administration (OSHA) requirements. Contractor shall be solely responsible for compliance with all city, county, and state explosive transport, storage, and blasting requirements and for any damages caused by such operations.

Contractor is hereby informed that work on City property could be hazardous. Contractor shall carefully instruct all personnel working on City property that all conditions of the property are potentially hazardous work areas as to potential dangers and shall provide such necessary safety equipment and instructions as are necessary to prevent injury to personnel and damage to property. Special care shall be exercised relative to work underground.

In addition to complying with all other safety regulations, Contractor shall abide by any and all other City requirements contained in any specifications, special conditions or manuals, which shall be made available by City upon request.

Contractor shall provide and maintain all necessary safety equipment such as fences, barriers, signs, lights, walkways, guards, and fire prevention and fire-fighting equipment and shall take such other action as is required to fulfill its obligations under this section. It is the intent of the City to provide a safe working environment under normal conditions. CONTRACTOR IS ADVISED THAT CITY'S OPERATIONS AND PROPERTY ARE INHERENTLY HAZARDOUS BECAUSE OF CONDITIONS SUCH AS CONFINED SPACES, POTENTIALLY EXPLOSIVE ATMOSPHERES, AND POSSIBLE EXPOSURE TO PATHOGENS.

Contractor shall maintain all portions of the jobsite in a neat, clean, and sanitary condition at all times. If required by the City, toilets shall be furnished by Contractor where needed for use of its employees and their use shall be strictly enforced. Contractor shall not use the City's existing sanitary facilities, unless previously authorized by the City.

Contractor shall keep adequate first aid facilities and supplies available and instruction in first aid for its employees shall be given.

City reserves the right to require that Contractor bring onto the project or engage the services of a licensed safety engineer at any time during the term of this Agreement. If Contractor does not have a licensed safety engineer on staff, then City may require that Contractor engage a subcontractor or subconsultant as the project's safety engineer. Contractor shall bear all costs in connection with meeting the requirements of this section.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Contractor, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Contractor and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Contractor shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Contractor shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Contractor's bid. Contractor shall not allow any subcontractor to commence work on any subcontract until Contractor has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Contractor shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation.

4.1.1 General Requirements. Contractor shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Contractor. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Contractor may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Contractor, its employees, agents, and subcontractors.

4.1.2 Submittal Requirements. To comply with Subsection 4.1, Contractor shall submit the following:

a. Certificate of Workers' Compensation Insurance in the amounts specified in the section; and

b. Waiver of Subrogation Endorsement as required by the section.

4.2 Commercial General and Automobile Liability Insurance.

4.2.1 General Requirements. Contractor, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $2,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $2,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

4.2.2 Minimum Scope of Coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 Additional Requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Contractor; or automobiles owned, leased, hired, or borrowed by the Contractor.

c. Contractor hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Contractor agrees to obtain any endorsements that may be necessary to affect this waiver of subrogation.

d. For any claims related to this Agreement or the work hereunder, the Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees,

or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

4.2.4 Submittal Requirements. To comply with Subsection 4.2, Contractor shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section;

c. Waiver of Subrogation Endorsement as required by the section; and

d. Primary Insurance Endorsement as required by the section.

4.3 All Policies Requirements.

4.3.1 Acceptability of Insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.3.2 Verification of Coverage. Prior to beginning any work under this Agreement, Contractor shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Contractor by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Contractor beginning work, it shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.3.3 Deductibles and Self-Insured Retentions. Contractor shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.3.4 Wasting Policies. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.3.5 Endorsement Requirements. Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.3.6 Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.4 Remedies. In addition to any other remedies City may have if Contractor fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Contractor's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Contractor to stop work under this Agreement or withhold any payment that becomes due to Contractor hereunder, or both stop work and withhold any payment, until Contractor demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONTRACTOR'S RESPONSIBILITIES. Contractor shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers from and against any and all liability, loss, damage, claims, expenses, and costs (including without limitation, attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Contractor's performance of the Services or its failure to comply with any of its obligations contained in this Agreement, except such Liability caused by the sole negligence or willful misconduct of City.

The Contractor's obligation to defend and indemnify shall not be excused because of the Contractor's inability to evaluate Liability or because the Contractor evaluates Liability and determines that the Contractor is not liable to the claimant. The Contractor must respond within 30 days, to the tender of any claim for defense and indemnity by the City, unless this time has been extended by the City. If the Contractor fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due the Contractor under and by virtue of this Agreement as shall reasonably be considered necessary by the City, may be retained by the City until disposition has been made of the claim or suit for damages, or until the Contractor accepts or rejects the tender of defense, whichever occurs first.

Notwithstanding the forgoing, to the extent this Agreement is a "construction contract" as defined by California Civil Code Section 2782, as may be amended from time to time, such duties of Contractor to indemnify shall not apply when to do so would be prohibited by California Civil Code Section 2782.

In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Contractor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions

for PERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Section 6. STATUS OF CONTRACTOR.

6.1 Independent Contractor. At all times during the term of this Agreement, Contractor shall be an independent contractor and shall not be an employee of City. This Agreement shall not be construed as an agreement for employment. City shall have the right to control Contractor only insofar as the results of Contractor's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement. Contractor further acknowledges that Contractor performs Services outside the usual course of the City's business; and is customarily engaged in an independently established trade, occupation, or business of the same nature as the Contractor performs for the City, and has the option to perform such work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Contractor and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 Contractor Not an Agent. Except as City may specify in writing, Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 Governing Law. The laws of the State of California shall govern this Agreement.

7.2 Compliance with Applicable Laws. Contractor and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.

7.3 Other Governmental Regulations. To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Contractor and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 Licenses and Permits. Contractor represents and warrants to City that Contractor and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Contractor represents and warrants to City that Contractor and its

employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Contractor and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 Nondiscrimination and Equal Opportunity. Contractor shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Contractor under this Agreement.

Contractor shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 Termination. City may cancel this Agreement at any time and without cause upon written notification to Contractor.

Contractor may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Contractor shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Contractor delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Contractor or prepared by or for Contractor or the City in connection with this Agreement.

8.2 Extension. City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Contractor understands and agrees that, if City grants such an extension, City shall have no obligation to provide Contractor with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Contractor for any otherwise reimbursable expenses incurred during the extension period.

8.3 Amendments. The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 Assignment and Subcontracting. City and Contractor recognize and agree that this Agreement contemplates personal performance by Contractor and is based upon a determination of Contractor's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Contractor. Contractor may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Contractor shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 Survival. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Contractor shall survive the termination of this Agreement.

8.6 Options upon Breach by Contractor. If Contractor materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Contractor pursuant to this Agreement;

8.6.3 Retain a different contractor to complete the work described in Exhibit A not finished by Contractor; or

8.6.4 Charge Contractor the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Contractor pursuant to Section 2 if Contractor had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 Records Created as Part of Contractor's Performance. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Contractor prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Contractor hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Contractor agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 Contractor's Books and Records. Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents

evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Contractor to this Agreement.

9.3 Inspection and Audit of Records. Any records or documents that Subsection 9.2 of this Agreement requires Contractor to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Venue. In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 Conflict of Interest. Contractor may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Contractor in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Contractor shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Contractor hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Contractor was an employee, agent, appointee, or official of the City in the previous 12 months, Contractor warrants that it did not participate in any manner in the forming of this Agreement. Contractor understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Contractor will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Contractor will be required to reimburse the City for any sums paid to the Contractor. Contractor understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

10.7 Solicitation. Contractor agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.8 Contract Administration. This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.9 Notices. Any written notice to Contractor shall be sent to:

Prudential Overall Supply
Attn: Samuel A. Ross
1661 Alton Parkway
Irvine, CA 92606-4877

Any written notice to City shall be sent to:

City of Dublin
Attn: Dean McDonald, Public Works Maintenance Superintendent
100 Civic Plaza
Dublin, CA 94568

10.10 Integration. This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A, B, and C represents the entire and integrated agreement between City and Contractor and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule
Exhibit C	Conflict of Interest Statement

10.11 Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

10.12 Certification per Iran Contracting Act of 2010. In the event that this contract is for one million dollars ($1,000,000.00) or more, by Contractor's signature below Contractor certifies that Contractor, and any parent entities, subsidiaries, successors or subunits of Contractor are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN

DocuSigned by:
Linda Smith
E33838CFFC044E0...
Linda Smith, City Manager

Attest:

DocuSigned by:
Marsha Moore
9BB70815D22F40A...
Marsha Moore, City Clerk

Approved as to Form:

DocuSigned by:
4D33BDE7E6D8453...
John Bakker, City Attorney

PRUDENTIAL OVERALL SUPPLY

DocuSigned by:
Samuel Ross
EA7C9150239040A...
Samuel A. Ross, Sr. National Account Executive

3070365.1

EXHIBIT A

SCOPE OF SERVICES

Contractor shall provide qualified personnel, transportation and supplies necessary to perform floor mat and towel services for six (6) City facilities.

1. Civic Center – 100 Civic Center

Quantity	Product/Description	Schedule
7	3 x 4 – Black Mats	2nd and 4th Friday
3	4 x 6 – Black Mats	2nd and 4th Friday
2	4 x 6 – Black Mats w/Gold Logo	2nd and 4th Friday
2	3 x 10 – Black Mats	2nd and 4th Friday

2. Senior Center – 7600 Amador Valley Boulevard

Quantity	Product/Description	Schedule
2	4 x 6 – Black Mats w/ Gold Logo	2nd and 4th Friday
1	3 x 10 – Black Mats	2nd and 4th Friday
75	Kitchen Towels	2nd and 4th Friday
7	3 x 5 - Anti-Fatigue Kitchen Mats	2nd and 4th Friday

3. Shannon Community Center – 11600 Shannon Avenue

Quantity	Product/Description	Schedule
5	4 x 6 – Black Mats w/ Gold Logo	Weekly
3	3 x 10 – Black Mats	Weekly
2	4 x 6 – Black Mats	2nd and 4th Friday

4. Corporation Yard – 5709 Scarlett Court

Quantity	Product/Description	Schedule
2	3 x 4 – Black Mats	2nd and 4th Friday
1	3 x 5 – Black Mats (Scraper Mat)	2nd and 4th Friday
1	4 x 6 – Black Mats	2nd and 4th Friday
2	3 x 10 – Black Mats	2nd and 4th Friday

5. The WAVE Aquatic Park – 4201 Central Parkway

Quantity	Product/Description	Schedule
2	3 x 4 – Black Mats	2nd and 4th Friday
1	3 x 5 – Black Mats (Scraper Mat)	2nd and 4th Friday
1	4 x 6 – Black Mats	2nd and 4th Friday
2	3 x 10 – Black Mats	2nd and 4th Friday

6. Public Safety Complex (Police Services) – 6361 Clark Avenue

Quantity	Product/Description	Schedule
2	3 x 4 – Black Mats	2nd and 4th Friday
1	3 x 5 – Black Mats (Scraper Mat)	2nd and 4th Friday
1	4 x 6 – Black Mats	2nd and 4th Friday
2	3 x 10 – Black Mats	2nd and 4th Friday

Changes or increases to locations, frequencies and/or quantities must be approved, in writing, by the Public Works Maintenance Superintendent, of their designee.

EXHIBIT B

COMPENSATION SCHEDULE

1. Civic Center – 100 Civic Center

Quantity	Product/Description	Price
7	3 x 4 – Black Mats	$3.00
3	4 x 6 – Black Mats	$4.80
2	4 x 6 – Black Mats w/Gold Logo	$7.50
2	3 x 10 – Black Mats	$6.00

2. Senior Center – 7600 Amador Valley Boulevard

Quantity	Product/Description	Price
2	4 x 6 – Black Mats w/ Gold Logo	$7.50
1	3 x 10 – Black Mats	$6.00
75	Kitchen Towels	$0.11
7	3 x 5 - Anti-Fatigue Kitchen Mats	$3.50

3. Shannon Community Center – 11600 Shannon Avenue

Quantity	Product/Description	Price
5	4 x 6 – Black Mats w/ Gold Logo	$6.00
3	3 x 10 – Black Mats	$3.30
2	4 x 6 – Black Mats	$4.80

4. Corporation Yard – 5709 Scarlett Court

Quantity	Product/Description	Price
2	3 x 4 – Black Mats	$3.00
1	3 x 5 – Black Mats (Scraper Mat)	$3.00
1	4 x 6 – Black Mats	$4.80
2	3 x 10 – Black Mats	$6.00

5. The WAVE Aquatic Park – 4201 Central Parkway

Quantity	Product/Description	Price
2	3 x 4 – Black Mats	$3.00
1	3 x 5 – Black Mats (Scraper Mat)	$3.00
1	4 x 6 – Black Mats	$4.80
2	3 x 10 – Black Mats	$6.00

6. Public Safety Complex (Police Services) – 6361 Clark Avenue

Quantity	Product/Description	Price
2	3 x 4 – Black Mats	$3.00
1	3 x 5 – Black Mats (Scraper Mat)	$3.00
1	4 x 6 – Black Mats	$4.80
2	3 x 10 – Black Mats	$6.00

Additional Charges

Product/Description	Price
Delivery Charges	$11.00
Minimum bi-weekly order	$40.00

Year 1	$11,916
Year 2	$12,273*
Year 3	$12,641*
Sub-Total	$36,830
Contingency	$ 6,000
Total:	$42,830

*Calculated with maximum 3% CPI increase and does not assume approval of rate increases.

Contractor shall notify City of any proposed increases to costs no later than 60 days prior to a new Fiscal Year (July 1 – June 30). Any changes to costs shall be approved in writing by the Public Works Maintenance Superintendent, or their designee. Any such annual increase shall be calculated based on the Bay Area Consumer Index Rate (CPI) and shall not exceed 3%.

Please note, reimbursable expenses are built into rates as identified above.

Invoices shall be submitted electronically to: pwinvoices@dublin.ca.gov no more than once monthly and as work is completed.

EXHIBIT C

CONFLICT OF INTEREST

Consultant confirms the ability to meet the City of Dublin's Conflict of Interest requirements as specified in the City's RFP.

Consultant is not aware of any recent, current or anticipated contractual obligations which will pose a potential conflict of interest with the work on this project. Consultant agrees that, for the term of this agreement, no member, officer or employee of the City of Dublin, or a public body within Alameda County or member of delegate to the Congress of the United States, during his/her tenure of for one year thereafter, shall have any direct interest in the contacts or any direct or material benefit arising therefrom

Agenda Item 4.16

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Agreement with Gannett Fleming and Amendments to Agreements with MNS Engineers, Inc. and Swinerton Management & Consulting for Construction Management and Inspection Services
Prepared by: Jordan Foss, Management Analyst II

EXECUTIVE SUMMARY:

The City Council will consider approving amendments to agreements with MNS Engineers, Inc. and Swinerton Management & Consulting for construction management and inspection services. Additionally, the City Council will consider approving an agreement for construction management and inspection services with Gannett Fleming.

STAFF RECOMMENDATION:

Take the following actions 1) Adopt the **Resolution** Approving Amendments to the Agreements with MNS Engineers, Inc. and Swinerton Management & Consulting; 2) Adopt the **Resolution** Approving an Agreement with Gannett Fleming.

FINANCIAL IMPACT:

All charges will be in accordance with assigned project and on-call work and will be covered by the adopted Capital Improvement Program budgets or through permit and developer deposit accounts.

DESCRIPTION:

Construction Management and Inspection Services Amendments

The Public Works Department utilizes consultants on Capital Improvement Program (CIP) projects, private development projects, and for on-call, as-needed services. Services provided assist Staff in specific areas of technical and professional expertise. Consultants are solicited through an open and competitive request for qualifications (RFQ) process.

Using the RFQ process, the City Council authorized entering into agreements with MNS Engineers, Inc. and Swinerton Management & Consulting (Swinerton) on June 15, 2021 (Resolution No. 72-21), for a not-to-exceed compensation amount of $1,000,000 for construction management and inspection services related to multiple CIP project work. The term of these agreements expires on June 30, 2024. On December 16, 2021, the agreement with Swinerton was amended to include emergency operations assistance within the scope of work.

As Staff determines the need for services on projects, task orders against the specific agreements are issued. If a construction manager or inspector is selected to continue with additional services, Staff often amends the assigned task order or issues a new task order to include the additional services. Staff tracks the use of agreements and will occasionally utilize one firm more than others due to the skill set of the construction manager, specialty services of the firm, familiarity with the project site or location, or experience with the project scope of work.

In July 2021, Swinerton was selected to provide construction management and inspection services for the Cultural Arts Center project. The project went to construction in October 2022 and construction is anticipated to be completed in April 2024, which is two months before the end of the three-year agreement term of June 30, 2024. Additionally, the task order issued to Swinerton for the Cultural Arts Center did not include post-construction, warranty, and project closeout support because those activities could not be covered under the $1,000,000 not-to-exceed compensation limit. Staff recommends amending the agreement with Swinerton to extend the term through June 30, 2026, and to increase the not-to-exceed compensation limit to $2,000,000, which will allow for project closeout support on the Cultural Arts Center and for support on other projects as needs arise and project budgets allow.

MNS Engineers, Inc. is utilized by multiple divisions within the Public Works Department. In this upcoming Fiscal Year, it is anticipated that the not-to-exceed amount in the original agreement will be reached. Further, Staff desires to utilize the firm's services beyond the June 30, 2024 expiration date. Staff recommends amending the agreement with MNS Engineers, Inc. to extend the term of services through June 30, 2026, and to increase the not-to-exceed compensation to $2,000,000 to provide uninterrupted services and to provide support on other projects as needs arise and project budgets allow.

Construction Management and Inspection Services Agreement

Staff identified additional projects that were not a part of the original solicitation for services in 2021. The projects are the Iron Horse Nature Park and Open Space – Phase 1 and Green Stormwater Infrastructure. To ensure that qualified firms were provided the opportunity to propose services for the newly identified projects, Staff solicited consultants through an open and competitive request for proposals (RFP) process. The RFP process is used to identify consulting firms with the necessary background and experience to provide services. The Construction Management and Inspection Services RFP specified that selection would be based on quality and completeness of submissions as well as the project team's experience with engagements of similar scope and complexity. The RFP was sent to firms that had expressed interest in receiving RFPs and was also posted on the City's website.

Seven proposals were received from the following firms: Anchor, Associated Engineering Consultants, Gannett Fleming, Nova Partners, Park Engineering, SNG & Associates, and Townsend Management. In reviewing all proposals Staff recommends one firm, Gannett Fleming, to provide services on the Iron Horse Nature Park and Open Space-Phase 1, the Green Stormwater Infrastructure, and on other projects as needs arise and project budgets allow, for an agreement term through June 30, 2026, and a total not-to-exceed compensation limit of $2,000,000.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving Amendments to the Agreements with MNS Engineers, Inc. and Swinerton Management & Consulting
2) Exhibit A to the Resolution - Amendments to Consulting Services Agreements
3) Resolution Approving an Agreement with Gannett Fleming
4) Exhibit A to the Resolution –Agreement with Gannett Fleming for Construction Management and Inspection Services
5) Original Agreement and Amendment to Agreements for Construction Management and Inspection Services
6) Request for Proposals for Construction Management and Inspection Services
7) Proposal for Construction Management and Inspection Services

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING AMENDMENTS TO THE AGREEMENTS WITH MNS ENGINEERS, INC. AND SWINERTON MANAGEMENT & CONSULTING

WHEREAS, in 2021, Staff prepared and initiated a Requests for Qualifications (RFQs) for Construction Management and Inspection Services; and

WHEREAS, during that time, Staff reviewed and selected the most qualified contractors and entered into agreements for these services; and

WHEREAS, the City entered into agreements with MNS Engineers, Inc. and Swinerton Management & Consulting on July 1, 2021; and

WHEREAS, the City amended the agreement with Swinerton Management & Consulting on December 16, 2021 to include emergency operations assistance; and

WHEREAS, the City wishes to amend the agreements with MNS Engineers, Inc. and Swinerton Management & Consulting to extend the terms to June 30, 2026, and increase the not-to-exceed compensation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the amendments to the agreements with MNS Engineers, Inc. and Swinerton Management and Consulting, attached hereto as **Exhibit A** to this Resolution.

BE IT FURTHER RESOLVED that the City Manager, or designee, is authorized to execute **Exhibit A**, and make any necessary, non-substantive changes to **Exhibit A** to carry out the intent of this Resolution.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

AMENDMENT #1 TO CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF DUBLIN AND MNS ENGINEERS, INC.

WHEREAS, on **July 1, 2021**, the City of Dublin (hereinafter referred to as "CITY") and **MNS Engineers, Inc.** (hereinafter referred to as " **CONSULTANT** ") entered into a **Consulting** Services Agreement for **On-Call Construction Management & Inspection Services** (hereinafter referred to as the "AGREEMENT"); and

WHEREAS, the CITY would like to expand the services provided by the CONSULTANT; and

WHEREAS, the CITY and CONSULTANT now wish to amend the Agreement to extend the term through June 30, 2026 by modifying section 1.1 of the Agreement and increase the not to exceed compensation amount to $2,000,000 by modifying Section 2 of the Agreement.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the AGREEMENT is amended as follows:

1) Section 1.1 shall be rescinded in its entirety and replaced with the following:

Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2026, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

2) Section 2 COMPENSATION, the first paragraph shall be rescinded in its entirety and replaced with the following:

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed $2,000,000, notwithstanding any contrary indications that may be contained in the Consultant's proposal, for services to be performed and reimbursable costs incurred under his Agreement. In the event of a conflict between this Agreement and the Consultant's proposal, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City, Consultant shall not bill City for duplicate services performed by more than one person.

3) Except to the extent inconsistent with this First Amendment, the Parties ratify and confirm all of the terms and conditions of the AGREEMENT.

4) All requisite insurance policies to be maintained by the Consultant pursuant to the Agreement, as may have been amended from time to time, shall include coverage for the amended term, as described above.

5) The individuals executing this Amendment and the instruments referenced in it on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions of this Amendment.

SIGNATURES ON THE FOLLOWING PAGE

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed as of the date of the City Manager's signature below.

CITY OF DUBLIN

By: _____
Linda Smith, City Manager

Dated: _____

MNS ENGINEERS, INC.

By: DocuSigned by: Greg Chelini E28193138F8F4E5... _____
Greg Chelini, Vice President

ATTEST:

By: _____
Marsha Moore, City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

AMENDMENT #2 TO CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF DUBLIN AND SWINERTON MANAGEMENT & CONSULTING

WHEREAS, on **July 1, 2021**, the City of Dublin (hereinafter referred to as "CITY") and **Swinerton Management & Consulting** (hereinafter referred to as "**CONSULTANT** ") entered into a **Consulting** Services Agreement for **On-Call Construction Management & Inspection Services** (hereinafter referred to as the "AGREEMENT"); and

WHEREAS, the CITY would like to expand the services provided by the CONSULTANT; and

WHEREAS, the CITY and CONSULTANT entered into Amendment No. 1 to the AGREEMENT dated December 16, 2021, for the addition of a new section for Emergency Operations Assistance to the Public Works Department in the event of an emergency; and

WHEREAS, the CITY and CONSULTANT now wish to amend the Agreement to extend the term through June 30, 2026 by modifying section 1.1 of the Agreement and increase the not to exceed compensation amount to $2,000,000 by modifying Section 2 of the Agreement.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the AGREEMENT is amended as follows:

1) Section 1.1 shall be rescinded in its entirety and replaced with the following:

Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2026, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

2) Section 2 COMPENSATION, the first paragraph shall be rescinded in its entirety and replaced with the following:

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed $2,000,000, notwithstanding any contrary indications that may be contained in the Consultant's proposal, for services to be performed and reimbursable costs incurred under his Agreement. In the event of a conflict between this Agreement and the Consultant's proposal, regarding the amount of compensation, the Agreement shall

prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City, Consultant shall not bill City for duplicate services performed by more than one person.

3) Except to the extent inconsistent with this Second Amendment, the Parties ratify and confirm all of the terms and conditions of the AGREEMENT.

4) All requisite insurance policies to be maintained by the Consultant pursuant to the Agreement, as may have been amended from time to time, shall include coverage for the amended term, as described above.

5) The individuals executing this Amendment and the instruments referenced in it on behalf of Consultant each represent and warrant that they have the legal power, right and actual authority to bind Consultant to the terms and conditions of this Amendment.

SIGNATURES ON THE FOLLOWING PAGE

IN WITNESS WHEREOF, the parties hereto have caused this Second Amendment to be executed as of the date of the City Manager's signature below.

CITY OF DUBLIN

By: _____
Linda Smith, City Manager

Dated: _____

SWINERTON MANAGEMENT & CONSULTANT

By: DocuSigned by: Jeffrey Gee FEA228FB505742B... _____
Jeffery Gee, AIA, Vice President

ATTEST:

By: _____
Marsha Moore, City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING AN AGREEMENT WITH GANNETT FLEMING

WHEREAS, on March 22, 2023, Staff issued a Request for Proposals (RFP) for construction management and inspection services; and

WHEREAS, the City received seven responses to the RFP; and

WHEREAS, Staff reviewed and evaluated the proposals in accordance with the RFP rating criteria; and

WHEREAS, the City desires to enter into an agreement with Gannett Fleming for these services for a not-to-exceed amount of $2,000,000 over a term beginning June 7, 2023 and ending June 30, 2026.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby approve the agreement with Gannett Fleming, attached hereto as **Exhibit A**.

BE IT FURTHER RESOLVED that the City Manager, or designee, is authorized to execute amendments to the agreement to extend the term for a maximum of two years beyond the initial term.

BE IT FURTHER RESOLVED that the City Manager, or designee, is authorized to make any necessary, non-substantive changes to **Exhibit A** to carry out the intent of this Resolution.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

**CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND
GANNETT FLEMING
FOR
CONSTRUCTION MANAGEMENT, INSPECTION SERVICES, AND MATERIALS TESTING**

THIS AGREEMENT for consulting services is made by and between the City of Dublin ("City") and Gannett Fleming ("Consultant") (together sometimes referred to as the "Parties") as of June 7, 2023 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2026, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.

1.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Consultant's obligations hereunder.

1.5 Public Works Requirements. Because the services described in Exhibit A include "work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work," the services constitute a public works within the definition of Section 1720(a)(1) of the California Labor Code. As a result,

Consultant is required to comply with the provisions of the California Labor Code applicable to public works, to the extent set forth in Exhibit D.

1.6 **Public Works Contractor Registration**. Consultant agrees, in accordance with Section 1771.1 of the California Labor Code, that Consultant or any subconsultant shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in Chapter 1 of Part 7 of Division 2 of the California Labor Code, unless currently registered and qualified to perform public work pursuant to California Labor Code section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to California Labor Code section 1725.5. Consultant agrees, in accordance with Section 1771.4 of the California Labor Code, that if the work under this Agreement qualifies as public work, it is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed **$2,000,000 (two million dollars),** notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 **Invoices.** Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. No individual performing work under this Agreement shall bill more than 2,000 hours in a fiscal year unless approved, in writing, by the City Manager or his/her designee. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;

- The beginning and ending dates of the billing period;

- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;

- A copy of the applicable time entries or time sheets shall be submitted showing the following:
    - Daily logs of total hours worked by each individual performing work under this Agreement
    - Hours must be logged in increments of tenths of an hour or quarter hour
    - If this Agreement covers multiple projects, all hours must also be logged by project assignment
    - A brief description of the work, and each reimbursable expense

- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder;

- The Consultant's signature;

- Consultant shall give separate notice to the City when the total number of hours worked by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Consultant and City. Such notice shall include an estimate of the time necessary to complete work described in Exhibit A and the estimate of time necessary to complete work under any other agreement between Consultant and City, if applicable.

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 **Final Payment.** City shall pay the last 10% of the total sum due pursuant to this Agreement within 60 days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.

2.4 **Total Payment.** City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement,

unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.6 **Reimbursable Expenses.** Reimbursable expenses are specified in Exhibit B. Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 **Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all

insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation.

4.1.1 General Requirements. Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Consultant may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the Consultant, its employees, agents, and subcontractors.

4.1.2 Submittal Requirements. To comply with Subsection 4.1, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section; and

b. Waiver of Subrogation Endorsement as required by the section.

4.2 Commercial General and Automobile Liability Insurance.

4.2.1 General Requirements. Consultant, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $1,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $1,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including without limitation, blanket contractual liability and the use of owned and non-owned automobiles.

4.2.2 **Minimum Scope of Coverage.** Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 **Additional Requirements.** Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired, or borrowed by the Consultant.

c. Consultant hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation.

d. For any claims related to this Agreement or the work hereunder, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

4.2.4 **Submittal Requirements.** To comply with Subsection 4.2, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section;

c. Waiver of Subrogation Endorsement as required by the section; and

d. Primary Insurance Endorsement as required by the section.

4.3 **Professional Liability Insurance.**

4.3.1 **General Requirements.** Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for

licensed professionals performing work pursuant to this Agreement in an amount not less than $2,000,000 covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall not exceed $150,000 per claim.

4.3.2 Claims-Made Limitations. The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least 3 years after completion of the Agreement or the work, so long as commercially available at reasonable rates.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant shall purchase an extended period coverage for a minimum of 3 years after completion of work under this Agreement.

d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

4.3.3 Submittal Requirements. To comply with Subsection 4.3, Consultant shall submit the Certificate of Liability Insurance in the amounts specified in the section.

4.4 All Policies Requirements.

4.4.1 Acceptability of Insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.4.2 Verification of Coverage. Prior to beginning any work under this Agreement, Consultant shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Consultant by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Consultant beginning work, it shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.4.3 Deductibles and Self-Insured Retentions. Consultant shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers,

employees, and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.4.4 Wasting Policies. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.4.5 Endorsement Requirements. Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.4.6 Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.5 Remedies. In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES. Refer to the attached Exhibit C, which is incorporated herein and made a part of this Agreement.

Section 6. STATUS OF CONSULTANT.

6.1 Independent Contractor. At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. This Agreement shall not be construed as an agreement for employment. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Consultant further acknowledges that Consultant performs Services outside the usual course of the City's business; and is customarily engaged in an independently established trade, occupation, or business of the same nature as the Consultant performs for the City and has the option to perform such

work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 **Consultant Not an Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws and regulations applicable to the performance of the work hereunder, including but not limited to, the California Building Code, the Americans with Disabilities Act, and any copyright, patent or trademark law. Consultant's failure to comply with any law(s) or regulation(s) applicable to the performance of the work hereunder shall constitute a breach of contract.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local,

state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 Termination. City may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

8.2 Extension. City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.3 Amendments. The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 Assignment and Subcontracting. City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 Survival. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but are not limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or

8.6.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 **Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.

9.3 **Inspection and Audit of Records.** Any records or documents that Subsection 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 **Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 **Venue.** In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 **Use of Recycled Products.** Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.7 **Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous 12 months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including

reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

At City's sole discretion, Consultant may be required to file with the City a Form 700 to identify and document Consultant's economic interests, as defined and regulated by the California Fair Political Practices Commission. If Consultant is required to file a Form 700, Consultant is hereby advised to contact the Dublin City Clerk for the Form 700 and directions on how to prepare it.

10.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.9 **Contract Administration.** This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.10 **Notices.** Any written notice to Consultant shall be sent to:
Gannett Fleming
Att: Rany Chek, Principal-in-Charge
155 Grand Avenue, Suite 504
Oakland, CA 94612

Any written notice to City shall be sent to:

City of Dublin
Att: City Engineer
100 Civic Plaza
Dublin, CA 94568

10.11 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A, B, and C and D represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule & Reimbursable Expenses
Exhibit C	Indemnification
Exhibit D	California Labor Code Section 1720 Information

10.12 **Counterparts and Electronic Signatures.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement. Counterparts delivered and/or signatures executed by City-approved electronic or digital means shall have the same force and effect as the use of a manual

signature. Both Parties desire this Agreement to be electronically signed in accordance with applicable federal and California law. Either Party may revoke its agreement to use electronic signatures at any time by giving notice to the other Party.

10.13 **Certification per Iran Contracting Act of 2010.** In the event that this contract is for one million dollars ($1,000,000.00) or more, by Consultant's signature below Consultant certifies that Consultant, and any parent entities, subsidiaries, successors or subunits of Consultant are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN

Linda Smith, City Manager

Attest:

Marsha Moore, City Clerk

Approved as to Form:

City Attorney

GANNETT FLEMING

DocuSigned by:
Rany Chek
2150254E3E614F7...

Rany Chek, Principal-in-Charge

1000027547

Consultant's DIR Registration Number
(if applicable)

3070368.1

EXHIBIT A

SCOPE OF SERVICES

The Scope of Services is intended as a guide to illustrate the minimum project requirements. The Construction Management Team will provide professional and technical services to manage the construction and inspection for the assigned project under the supervision of the City of Dublin. The Consultant shall provide all other necessary equipment, vehicle(s), cell phone, tools of the trade, etc. necessary for the project team to successfully complete the project.

Consultant Scope of Services

1. **PROJECT COORDINATION and PRE-CONSTRUCTION** Gannett Fleming, Inc. will provide, but not be limited to, the follow project coordination services:
   - 1.1. Assist City staff in all phases with Project coordination, acting as liaison to the City through the City's Project Manager
   - 1.2. Review project plans for completeness and clarity, and for coordination of plans, specifications and cost estimate, and for any omission of scope.
   - 1.3. Assist the Design Consultant's Team to ensure compliance with the projects various environmental requirements and permits.
   - 1.4. Coordinate with the City and the design team, to provide recommendation and review the implementation of changes in the Contract Documents
   - 1.5. Assist with the advertisement of the bid documents, providing support throughout the entire bid process all the way through the award, including receiving bidder's questions, issuing of bid addendums and analysis of the bid.
   - 1.6. Assist with the establishment, implementation, and modification of Project administrative procedures.
   - 1.7. Coordinate, lead, and document appropriate weekly Project meetings throughout each phase of the Project lifecycle.
   - 1.8. Assist with the procurement of any required building permits.
   - 1.9. Review hazardous material survey, reporting and abatements work to manage City compliance with appropriate entities, as needed.
   - 1.10. Assist City staff as directed.

2. **DOCUMENT CONTROL SERVICES** Gannett Fleming, Inc. will provide, but not be limited to, the following document control services:
   - 2.1. Maintain all Project documentation in an integrated, accessible electronic format.
   - 2.2. Maintain status logs of Project documents such as design activities and status, requests for information, submittals, substitution requests, etc.

3. **CONSTRUCTION MANAGEMENT**
   - 3.1. Provide procurement support, management, administration, and oversight of construction contract.
   - 3.2. Perform as the Construction Manager during the entire Project lifecycle. At a minimum, Gannett Fleming, Inc. will provide the following construction management services:

- Enforce the Contractor's project specific Health and Safety Program.
- Review construction documents for constructability and consistency with the Project schedule.
- Schedule, direct, and supervise the Project Inspector.
- Review construction work and phasing plans and make recommendations to minimize disruptions.
- Review Contractor's Construction Schedules (baseline, monthly updates, and three- week lookaheads), Weekly Statement of Days and notify Client of any discrepancies or areas of concern.
- Provide inspector's daily report of events, labor, equipment, and activities. The report shall include daily progress pictures.
- Oversee construction activities and that they are properly coordinated with all necessary personnel, including City and any other affected parties.
- Review construction quality assurance/quality control plans.
- Manage on-site material testing services.
- Oversee and coordinate that the Construction Contractor has scheduled all formal code inspections with the appropriate City of Dublin and state agencies once a pre- inspection has been performed by the Construction Contractor. Prior to the formal inspection, the pre-inspection shall confirm that all contract and code requirements.
- Coordinate with specialty inspection firm.
- Monitor environmental inspection for Construction Contractor's compliance with environmental regulations and submit necessary documentation to the SMART system.
- Examine materials and equipment being incorporated into the work to verify that they are supported by approved submittals, handled, stored, and installed properly.
- Manage and coordinate review with design engineer the submission of samples, shop drawings, Operation and Maintenance manuals, and other submittals from Construction Contractor for contract and code compliance.
- Identify problems encountered in accomplishing the construction work and recommend appropriate action to the City in order to resolve problems with a minimum effect on the timely completion of the Project.
- Maintain a log of any Requests for Information and manage responses for approval by City and/or Engineer-of-Record.
- Review Contractors Monthly Progress Payment requests for accuracy and recommend approval.
- Provide a monthly update outlining project status.
- Review Construction Contractor reports, as-built drawings, and other construction documentation and verify information is appropriately captured.
- Coordinate job site meetings and prepare meeting minutes.
- Evaluation, prepare independent cost estimates, time impact analysis, and negotiation of change orders, prepare and process change orders for City approval, and maintain a Change Order log.
- Work with City, the City Building Department, and other agencies on project commissioning/ final inspection, as needed.

- Project Closeout to include preparing and overseeing completion of project punch list by construction contractor, as-builts, resolution of all contractor claims and final progress payment.
- Provide any required documentation to meet the requirements of grant funding, as needed.

4. POST-CONSTRUCTION SERVICES:

4.1. Provide marked up construction record drawings (as-built drawings) for designer completion.
4.2. Coordinate and prepare final progress payment.
4.3. Provide final inspection services and project closeout activities including preparation of final construction project report and other documents required by City of Dublin, City Building Department or Authority having Jurisdiction and resolve all contractor claims if any.
4.4. Resolution of all contract issues, warranties, bonds, etc.
4.5. Turn all construction documents over to the City of Dublin.

5. AS-DIRECTED SERVICES

5.1 Gannett Fleming, Inc. shall provide as-directed services to the City. As-Directed services could include the following services:

- Review project plans for completeness and clarity, and for coordination of plans, specifications and cost estimate, and for any omission of scope.
- Review project specifications for completeness of items of work and with corresponding bid items and consistency with the plans. Identify any project components that has to be completed prior to award of construction contract such as third-party utility relocation, right of way acquisition or easement agreements, encroachment permits.
- Review project cost estimate for completeness of bid items and consistency with the plans and specifications; review bid quantity and measurement and payment; identify bid items with final pay quantities, identify items with long lead time or items not available or not readily available in the industry; propose alternatives, etc.
- Review project schedule for sequence of work, coordination of work and identify construction impacts and identify critical path items and provide recommendations on construction durations, etc.
- Technical Reviews:
    - Hydrology/Hydraulic studies and Drainage design
    - Stormwater Pollution Prevention Plan (SWPPP)
    - Hydromodification and Stormwater Treatment (C.3)
    - Structural calculations
    - Geotechnical reports
    - Traffic studies, etc.
- Review of environmental studies and environmental documents, regulatory permits.
- Review of right of way and easements.
- Review of ADA compliance.
- Perform feasibility studies and cost to benefits analysis.
- Prepare conceptual designs and alternatives.
- Assist with funding applications.

EXHIBIT B

COMPENSATION SCHEDULE & REIMBURSABLE EXPENSES

Construction Management And Inspection Rate Sheet

CLASSIFICATION	2023 Billing Rates	2024 Billing Rates	2025 Billing Rates	2026 Billing Rates
Principal	$386.25	$397.84	$409.77	$422.07
Project/Contract Manager	$283.25	$291.75	$300.50	$309.51
Resident Engineer	$221.45	$228.09	$234.94	$241.98
Assistant CM/Resident Engineer	$190.55	$196.27	$202.15	$208.22
Construction Manager	$231.75	$238.70	$245.86	$253.24
Inspector*	$180.25	$185.66	$191.23	$196.96
Senior Inspector*	$195.70	$201.57	$207.62	$213.85
Project Engineer/Architect	$206.00	$212.18	$218.55	$225.10
Office Engineer/Contract Administrator	$169.95	$175.05	$180.30	$185.71
Cost Estimator	$180.25	$185.66	$191.23	$196.96
Project Controls/Scheduler	$206.00	$212.18	$218.55	$225.10
Technician	$128.75	$132.61	$136.59	$140.69
Administrative Assistant	$128.75	$132.61	$136.59	$140.69

** Construction Inspector Rates shown are proposed for straight-time work within the following counties: Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Kings, Lake, Lassen, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo and Yuba counties. These rates meet or exceed the General Prevailing Wage Determination by the Director of Industrial Relations Pursuant to CA Labor Code. Overtime hourly rates will be applied and billed in accordance with the Prevailing Wage Determination.*

*** Reasonable Constructability Review turn-around time of 2 weeks, depending on project document size.*

Other Direct Costs

Description of Item	Unit	Unit Cost
Long-Distance Travel**		
1. Airfare	EA	Actual
2. Rental Vehicle	EA	Actual
3. Per Diem	EA	IRS Rate
4. Lodging	EA	IRS Rate
Prints and Reproduction		
1. Outside Reproduction	EA	$1.50
Delivery Services		
1. Delivery Services	EA	$50.00
2. Express Mail/USPS	EA	$15.00

Project Local Travel		
1. Vehicle	Month	$957.00
2. Other Staff Local Travel to Project Site	Mile	$0.65
Subconsultants		
1. Mark-Up		5%

EXHIBIT C

INDEMNIFICATION

A. Consultant shall, to the extent permitted by law, including without limitation California Civil Code 2782 and 2782.8, indemnify, hold harmless and assume the defense of, in any actions at law or in equity, the City, its employees, agents, volunteers, and elective and appointive boards, from all claims, losses, and damages, including property damage, personal injury, death, and liability of every kind, nature and description, arising out of, pertaining to or related to the negligence, recklessness or willful misconduct of Consultant or any person directly or indirectly employed by, or acting as agent for, Consultant, during and after completion of Consultant's work under this Agreement.

B. With respect to those claims arising from a professional error or omission, Consultant shall defend, indemnify and hold harmless the City (including its elected officials, officers, employees, and volunteers) from all claims, losses, and damages arising from the professionally negligent acts, errors or omissions of Consultant, however, the cost to defend charged to Consultant shall not exceed Consultant's proportionate percentage fault.

C. Consultant's obligation under this section does not extend to that portion of a claim caused in whole or in part by the sole negligence or willful misconduct of the City.

D. Consultant shall also indemnify, defend and hold harmless the City from all suits or claims for infringement of any patent rights, copyrights, trade secrets, trade names, trademarks, service marks, or any other proprietary rights of any person or persons because of the City or any of its officers, employees, volunteers, or agents use of articles, products things, or services supplied in the performance of Consultant's services under this Agreement, however, the cost to defend charged to Consultant shall not exceed Consultant's proportionate percentage fault.

EXHIBIT D

PROVISIONS REQUIRED FOR PUBLIC WORKS CONTRACTS PURSUANT TO CALIFORNIA LABOR CODE SECTION 1720 *ET SEQ.*

HOURS OF WORK:

A. In accordance with California Labor Code Section 1810, 8 hours of labor in performance of the services described in Exhibit A shall constitute a legal day's work under this contract.

B. In accordance with California Labor Code Section 1811, the time of service of any worker employed in performance of the services described in Exhibit A is limited to 8 hours during any one calendar day, and 40 hours during any one calendar week, except in accordance with California Labor Code Section 1815, which provides that work in excess of 8 hours during any one calendar day and 40 hours during any one calendar week is permitted upon compensation for all hours worked in excess of 8 hours during any one calendar day and 40 hours during any one calendar week at not less than one-and-one-half times the basic rate of pay.

C. The Consultant and its subcontractors shall forfeit as a penalty to the City $25 for each worker employed in the performance of the services described in Exhibit A for each calendar day during which the worker is required or permitted to work more than 8 hours in any one calendar day, or more than 40 hours in any one calendar week, in violation of the provisions of California Labor Code Section 1810 and following.

WAGES:

A. In accordance with California Labor Code Section 1773.2, the City has determined the general prevailing wages in the locality in which the services described in Exhibit A are to be performed for each craft or type of work needed to be as published by the State of California Department of Industrial Relations, Division of Labor Statistics and Research, a copy of which is on file in the City Public Works Office and shall be made available on request. The Consultant and subcontractors engaged in the performance of the services described in Exhibit A shall pay no less than these rates to all persons engaged in performance of the services described in Exhibit A.

B. In accordance with California Labor Code Section 1775, the Consultant and any subcontractors engaged in performance of the services described in Exhibit A shall comply with California Labor Code Section 1775, which establishes a penalty for each worker engaged in the performance of the services described in Exhibit A that the Consultant or any subcontractor pays less than the specified prevailing wage. The amount of such penalty shall be determined by the Labor Commissioner and shall be based on consideration of the mistake, inadvertence, or neglect of the Consultant or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the Consultant or subcontractor in meeting applicable prevailing wage obligations, or the willful failure by the Consultant or subcontractor to pay the correct rates of prevailing wages. A mistake, inadvertence, or neglect in failing to pay the correct rate of

prevailing wages is not excusable if the Consultant or subcontractor had knowledge of their obligations under the California Labor Code. The Consultant or subcontractor shall pay the difference between the prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing wage rate. If a subcontractor worker engaged in performance of the services described in Exhibit A is not paid the general prevailing per diem wages by the subcontractor, the Consultant is not liable for any penalties therefore unless the Consultant had knowledge of that failure or unless the Consultant fails to comply with all of the following requirements:

1. The contract executed between the Consultant and the subcontractor for the performance of part of the services described in Exhibit A shall include a copy of the provisions of California Labor Code Sections 1771, 1775, 1776, 1777.5, 1813, and 1815.

2. The Consultant shall monitor payment of the specified general prevailing rate of per diem wages by the subcontractor by periodic review of the subcontractor's certified payroll records.

3. Upon becoming aware of a subcontractor's failure to pay the specified prevailing rate of wages, the Consultant shall diligently take corrective action to halt or rectify the failure, including, but not limited to, retaining sufficient funds due the subcontractor for performance of the services described in Exhibit A.

4. Prior to making final payment to the subcontractor, the Consultant shall obtain an affidavit signed under penalty of perjury from the subcontractor that the subcontractor has paid the specified general prevailing rate of per diem wages for employees engaged in the performance of the services described in Exhibit A and any amounts due pursuant to California Labor Code Section 1813.

C. In accordance with California Labor Code Section 1776, the Consultant and each subcontractor engaged in performance of the services described in Exhibit A shall keep accurate payroll records showing the name, address, social security number, work, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed in performance of the services described in Exhibit A. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following:

1. The information contained in the payroll record is true and correct.

2. The employer has complied with the requirements of California Labor Code Sections 1771, 1811, and 1815 for any work performed by the employer's employees on the public works project.

The payroll records required pursuant to California Labor Code Section 1776 shall be certified and shall be submitted directly to the Labor Commission, and available for inspection by the Owner and its authorized representatives, the Division of Labor Standards Enforcement, the

Division of Apprenticeship Standards of the Department of Industrial Relations and shall otherwise be available for inspection in accordance with California Labor Code Section 1776.

D. In accordance with California Labor Code Section 1777.5, the Consultant, on behalf of the Consultant and any subcontractors engaged in performance of the services described in Exhibit A, shall be responsible for ensuring compliance with California Labor Code Section 1777.5 governing employment and payment of apprentices on public works contracts.

E. In case it becomes necessary for the Consultant or any subcontractor engaged in performance of the services described in Exhibit A to employ for the services described in Exhibit A any person in a trade or occupation (except executive, supervisory, administrative, clerical, or other non-manual workers as such) for which no minimum wage rate has been determined by the Director of the Department of Industrial Relations, the Consultant or subcontractor shall pay the minimum rate of wages specified therein for the classification which most nearly corresponds to services described in Exhibit A to be performed by that person. The minimum rate thus furnished shall be applicable as a minimum for such trade or occupation from the time of the initial employment of the person affected and during the continuance of such employment.

3070368.1

**CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND
MNS ENGINEERS, INC.
FOR
ON-CALL CONSTRUCTION MANAGEMENT AND INSPECTION**

THIS AGREEMENT for consulting services is made by and between the City of Dublin ("City") and MNS Engineer, Inc. ("Consultant") (together sometimes referred to as the "Parties") as of July 1, 2021 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2024, the date of completion specified in Exhibit A, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.

1.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Consultant's obligations hereunder.

1.5 Public Works Requirements. Because the services described in Exhibit A include "work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work," the services constitute a public works within the definition of Section 1720(a)(1) of the California Labor Code. As a result,

Consultant is required to comply with the provisions of the California Labor Code applicable to public works, to the extent set forth in Exhibit D.

1.6 **Public Works Contractor Registration**. Consultant agrees, in accordance with Section 1771.1 of the California Labor Code, that Consultant or any subconsultant shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in Chapter 1 of Part 7 of Division 2 of the California Labor Code, unless currently registered and qualified to perform public work pursuant to California Labor Code section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to California Labor Code section 1725.5. Consultant agrees, in accordance with Section 1771.4 of the California Labor Code, that if the work under this Agreement qualifies as public work, it is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed $1,000,000, notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 **Invoices.** Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. No individual performing work under this Agreement shall bill more than 2,000 hours in a fiscal year unless approved, in writing, by the City Manager or his/her designee. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;

- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;

- A copy of the applicable time entries or time sheets shall be submitted showing the following:
    - Daily logs of total hours worked by each individual performing work under this Agreement
    - Hours must be logged in increments of tenths of an hour or quarter hour
    - If this Agreement covers multiple projects, all hours must also be logged by project assignment
    - A brief description of the work, and each reimbursable expense

- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder;

- The Consultant's signature;

- Consultant shall give separate notice to the City when the total number of hours worked by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Consultant and City. Such notice shall include an estimate of the time necessary to complete work described in Exhibit A and the estimate of time necessary to complete work under any other agreement between Consultant and City, if applicable.

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 **Final Payment.** City shall pay the last 10% of the total sum due pursuant to this Agreement within 60 days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.

2.4 **Total Payment.** City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.6 **Reimbursable Expenses.** Reimbursable expenses are specified in Exhibit B. Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 **Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF

THIS AGREEMENT PRIOR TO EXECUTION. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation.

4.1.1 General Requirements. Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Consultant may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the Consultant, its employees, agents, and subcontractors.

4.1.2 Submittal Requirements. To comply with Subsection 4.1, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section; and

b. Waiver of Subrogation Endorsement as required by the section.

4.2 Commercial General and Automobile Liability Insurance.

4.2.1 General Requirements. Consultant, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $1,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $1,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

4.2.2 Minimum Scope of Coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form

CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 Additional Requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired, or borrowed by the Consultant.

c. Consultant hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation.

d. For any claims related to this Agreement or the work hereunder, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

4.2.4 Submittal Requirements. To comply with Subsection 4.2, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section;

c. Waiver of Subrogation Endorsement as required by the section; and

d. Primary Insurance Endorsement as required by the section.

4.3 Professional Liability Insurance.

4.3.1 General Requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than $2,000,000 covering the licensed professionals' errors and

omissions. Any deductible or self-insured retention shall not exceed $150,000 per claim.

4.3.2 Claims-Made Limitations. The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least 5 years after completion of the Agreement or the work, so long as commercially available at reasonable rates.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant shall purchase an extended period coverage for a minimum of 5 years after completion of work under this Agreement.

d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

4.3.3 Additional Requirements. A certified endorsement to include contractual liability shall be included in the policy.

4.3.4 Submittal Requirements. To comply with Subsection 4.3, Consultant shall submit the Certificate of Liability Insurance in the amounts specified in the section.

4.4 All Policies Requirements.

4.4.1 Acceptability of Insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.4.2 Verification of Coverage. Prior to beginning any work under this Agreement, Consultant shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Consultant by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Consultant beginning work, it shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.4.3 Deductibles and Self-Insured Retentions. Consultant shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate

such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.4.4 Wasting Policies. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.4.5 Endorsement Requirements. Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.4.6 Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.5 Remedies. In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES. Refer to the attached Exhibit C, which is incorporated herein and made a part of this Agreement.

Section 6. STATUS OF CONSULTANT.

6.1 Independent Contractor. At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. This Agreement shall not be construed as an agreement for employment. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Consultant further acknowledges that Consultant performs Services outside the usual course of the City's business; and is customarily engaged in an independently established trade, occupation, or business of the

same nature as the Consultant performs for the City and has the option to perform such work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 **Consultant Not an Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws and regulations applicable to the performance of the work hereunder, including but not limited to, the California Building Code, the Americans with Disabilities Act, and any copyright, patent or trademark law. Consultant's failure to comply with any law(s) or regulation(s) applicable to the performance of the work hereunder shall constitute a breach of contract.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or

belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 Termination. City may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

8.2 Extension. City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.3 Amendments. The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 Assignment and Subcontracting. City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but are not limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or

8.6.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 **Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 **Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.

9.3 **Inspection and Audit of Records.** Any records or documents that Subsection 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to

the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Venue. In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 Use of Recycled Products. Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.7 Conflict of Interest. Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous 12 months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant

understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

At City's sole discretion, Consultant may be required to file with the City a Form 700 to identify and document Consultant's economic interests, as defined and regulated by the California Fair Political Practices Commission. If Consultant is required to file a Form 700, Consultant is hereby advised to contact the Dublin City Clerk for the Form 700 and directions on how to prepare it.

10.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.9 **Contract Administration.** This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.10 **Notices.** Any written notice to Consultant shall be sent to:
MNS Engineers, Inc.
Attn: Jim Scott
401 Grand Avenue, Suite 200
Oakland, CA 94610

Any written notice to City shall be sent to:

City of Dublin
Attn: City Engineer
100 Civic Plaza
Dublin, CA 94568

10.11 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A, B, C, and D represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule & Reimbursable Expenses
Exhibit C	Indemnification
Exhibit D	California Labor Code Section 1720 Information

10.12 **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

10.13 **Certification per Iran Contracting Act of 2010.** In the event that this contract is for one million dollars ($1,000,000.00) or more, by Consultant's signature below Consultant certifies that Consultant, and any parent entities, subsidiaries, successors or subunits of Consultant are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN

DocuSigned by:
E33858CFFC044E0...
Linda Smith, City Manager

Attest:

DocuSigned by:
9BB70815D22F40A...
Marsha Moore, City Clerk

Approved as to Form:

DocuSigned by:
5ED7F38973DC484...
City Attorney

MNS Engineers, Inc.

DocuSigned by:
D2A76E8F450743F...
James Salvito, President

1000003564
Consultant's DIR Registration Number

3070368.1

EXHIBIT A

SCOPE OF SERVICES

Construction Management and Inspection Services

The Scope of Services is intended as a guide to illustrate the minimum project requirements. The Consultant Construction Management Team will provide professional and technical services to manage the construction, and inspection, for the assigned project under the supervision of the City of Dublin. The Consultant shall provide all other necessary equipment, vehicle(s), cell phone, tools of the trade, etc. necessary for the project team to successfully complete the project.

Services During Pre-Construction*:*

The Construction Manager will assist City Staff in the following:

1. Perform a review of the construction documents issued to the City for review and provide recommendations regarding feasibility of construction methods, current availability of materials and labor and time requirements for procurement. Identify materials or services which may have a long lead time and could impact to the project. Provide written comments to the City for incorporation into the bid documents by addendum if necessary.
2. Work with the City to develop strategies to generate market interest in the Project.
3. Take the lead in managing the bid process including receiving bidder's questions, distributing information to the Owner and their consultant, issuing bid addendums, analyzing bids and ultimately make a recommendation of award to the City Project Manager. Provide documentation and substantiation to allow staff to gain Council approval of award.
4. Maintain an electronic project management filing system on the City's network using the Microsoft office suite.
5. Work with and provide project specific construction recommendations to the design team. Review and provide comment on the construction logistics plans produced by the design team.

Services During Construction:

The Construction Manager will represent the City during construction of the project. The Construction Manager will perform the following specific services:

1. Coordinate the efforts of the engineer, contractor, local agencies, and City to ensure proper communication and progress of the project. Act as liaison to the City through the City's Project Manager.
2. Schedule, direct and supervise the Project Inspector or work with the City's Sr. Inspector in assignment of inspection staff.
3. Coordinate all required testing services and review testing reports and materials testing personnel.
4. Provide on-site coordination to assure that the project meets the Plans and Specifications and stays on budget and schedule.

5. Review, evaluate, and furnish recommendations to the City regarding contractor's performance, construction schedule and any other matters related to compliance with the contract.

6. Provide a daily log of events and activities so as to secure the City's interests and monitor work accomplished in accordance with the contract.

7. Review, track and assist in the preparation of responses to Contractor RFI's.

8. Review, track and assist in the review of Contractor submittals.

9. Review and track certificates of compliance and product submittals for conformance to the project Special Provisions and/or Caltrans Standard Specifications and Plans.

10. Provide a monthly update outlining project status, schedule, submittals, RFI's, and change order issues. Include pertinent photos or supporting documents. The report should include an analysis of any potential delays and their actual relevance. The report should be suitably formatted to share with the City Manager's Office.

11. Issue Weekly Statement of Days Charged.

12. Review and furnish contract correspondence, minutes of meetings and directives to be issued to secure the interests of the City.

13. Review and make recommendations regarding payments to contractor including Change Orders, when applicable, and recommendations regarding any proposed changes. Prepare and provide cost analysis where necessary to verify change order costs generated by the Contractor are reasonable and correct in scope.

14. Attend all construction-related site meetings with the City's representatives, contractors, and other meetings between related parties as required. Maintain separate notes on such meetings.

15. Verify that the Contractor complies with the requirement of the project's water pollution control and staff the project with the required personal and submit necessary documentation to the SMART system.

16. Assist the Design Consultants Team to ensure compliance with the project's various environmental requirements and permits

17. Assist with providing any information to the City Departments as required.

18. Monitor contractor's construction activities to ensure the General Contractor is providing proper planning and coordination of work crews and of subcontractors for the execution of the project work.

19. Identify potential claims and make recommendations to resolve them.

20. Upon completion of the project work, provide a punch list review and recommendation of Project Acceptance.

21. Upon completion of the project work, review all of the Contractor's final submittals to ensure their compliance with final project close-out requirements.

22. The construction Contractor shall be responsible for job site safety. Should a safety or hazardous condition be discovered by the Construction Management Team, it shall be brought to the attention of the Contractor and inform the City.

The Project Inspector will represent the City during construction and report to the Construction Manager or Inspector of Record or City Representative:

1. Provide on-site inspection to assure that the project is constructed in compliance with the Plans and Specifications.

2. Perform the duties designated by the City's Building Department Inspector or Inspector of Record for the project.

3. Provide inspectors daily report of events, manpower, and activities so as to secure the City's interests and monitor work accomplished in accordance with the contract. Daily progress pictures shall be incorporated into the report.

4. Take digital photographs and digital video tape recordings of the construction progress on a regular basis, including pre-construction conditions within the project limits.

5. Collect material tags and verify materials on site meet project specifications and project submittals.

6. Maintain a redline set of as-built plans and specifications.

7. Track and field-verify quantities of actual improvements installed by the Contractor and maintain a quantity bid sheet for each bid item of work.

8. Assists the Construction Manager or City Representative in review and recommendation of progress payments.

9. Track and document Time and Materials work issued to the Contractor.

10. Working with the Construction Manager and other agencies and permit holders to issue a project punch-list.

Post-Construction Services:

1. Provide marked up construction record drawings (as-built drawings) for designer completion.

2. Coordinate and prepare final progress payment.

3. Provide final inspection services and project closeout activities including preparation of final construction project report and other documents required by City of Dublin, City Building Department or Authority having Jurisdiction and resolve all contractor claims if any.

4. Resolution of all contract issues, warranties, bonds, etc.

5. Turn all construction documents over to the City of Dublin.

EXHIBIT B

COMPENSATION SCHEDULE & REIMBURSABLE EXPENSES

POSITION TITLE	RATE FOR YEAR ONE*
Principal-In-Charge/Project Manager	$285
Resident Engineer	$235
Structure Representative	$220
Construction Manager	$200
Assistant Resident Engineer	$170
Construction Inspector (PW)	$155
Electrical Inspector	$155
Office Administrator	$110

PREVAILING WAGE RATES

Rates shown with Prevailing Wage "(PW)" annotation are used for field work on projects subject to federal or state prevailing wage law andare subject to increases per DIR.

ANNUAL ESCALATION

All CPI increases shall be calculated by Consultant and requested for adjustment each May, effective each July 1st. Rate increases shallnot exceed 3% and shall be based on the San Francisco Bay Area Consumer Price Index CPI for that period of time and this shall be submitted to the Public Works Management Analyst, or their designee, for approval prior to taking effect.

OVERTIME

Overtime for non-exempt employees will be charged at 1.5 x hourly rate; overtime for exempt employees and other classification will becharged at 1 x hourly rate.

EXHIBIT C

INDEMNIFICATION

A. Consultant shall, to the extent permitted by law, including without limitation California Civil Code 2782 and 2782.8, indemnify, hold harmless and assume the defense of, in any actions at law or in equity, the City, its employees, agents, volunteers, and elective and appointive boards, from all claims, losses, and damages, including property damage, personal injury, death, and liability of every kind, nature and description, arising out of, pertaining to or related to the negligence, recklessness or willful misconduct of Consultant or any person directly or indirectly employed by, or acting as agent for, Consultant, during and after completion of Consultant's work under this Agreement.

B. With respect to those claims arising from a professional error or omission, Consultant shall defend, indemnify and hold harmless the City (including its elected officials, officers, employees, and volunteers) from all claims, losses, and damages arising from the professionally negligent acts, errors or omissions of Consultant, however, the cost to defend charged to Consultant shall not exceed Consultant's proportionate percentage fault.

C. Consultant's obligation under this section does not extend to that portion of a claim caused in whole or in part by the sole negligence or willful misconduct of the City.

D. Consultant shall also indemnify, defend and hold harmless the City from all suits or claims for infringement of any patent rights, copyrights, trade secrets, trade names, trademarks, service marks, or any other proprietary rights of any person or persons because of the City or any of its officers, employees, volunteers, or agents use of articles, products things, or services supplied in the performance of Consultant's services under this Agreement, however, the cost to defend charged to Consultant shall not exceed Consultant's proportionate percentage fault.

EXHIBIT D

PROVISIONS REQUIRED FOR PUBLIC WORKS CONTRACTS PURSUANT TO CALIFORNIA LABOR CODE SECTION 1720 *ET SEQ.*

HOURS OF WORK:

A. In accordance with California Labor Code Section 1810, 8 hours of labor in performance of the services described in Exhibit A shall constitute a legal day's work under this contract.

B. In accordance with California Labor Code Section 1811, the time of service of any worker employed in performance of the services described in Exhibit A is limited to 8 hours during any one calendar day, and 40 hours during any one calendar week, except in accordance with California Labor Code Section 1815, which provides that work in excess of 8 hours during any one calendar day and 40 hours during any one calendar week is permitted upon compensation for all hours worked in excess of 8 hours during any one calendar day and 40 hours during any one calendar week at not less than one-and-one-half times the basic rate of pay.

C. The Consultant and its subcontractors shall forfeit as a penalty to the City $25 for each worker employed in the performance of the services described in Exhibit A for each calendar day during which the worker is required or permitted to work more than 8 hours in any one calendar day, or more than 40 hours in any one calendar week, in violation of the provisions of California Labor Code Section 1810 and following.

WAGES:

A. In accordance with California Labor Code Section 1773.2, the City has determined the general prevailing wages in the locality in which the services described in Exhibit A are to be performed for each craft or type of work needed to be as published by the State of California Department of Industrial Relations, Division of Labor Statistics and Research, a copy of which is on file in the City Public Works Office and shall be made available on request. The Consultant and subcontractors engaged in the performance of the services described in Exhibit A shall pay no less than these rates to all persons engaged in performance of the services described in Exhibit A.

B. In accordance with California Labor Code Section 1775, the Consultant and any subcontractors engaged in performance of the services described in Exhibit A shall comply with California Labor Code Section 1775, which establishes a penalty for each worker engaged in the performance of the services described in Exhibit A that the Consultant or any subcontractor pays less than the specified prevailing wage. The amount of such penalty shall be determined by the Labor Commissioner and shall be based on consideration of the mistake, inadvertence, or neglect of the Consultant or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the Consultant or subcontractor in meeting applicable prevailing wage obligations, or the willful failure by the Consultant or subcontractor to pay the correct rates of prevailing wages. A mistake, inadvertence, or neglect in failing to pay the correct rate of

prevailing wages is not excusable if the Consultant or subcontractor had knowledge of their obligations under the California Labor Code. The Consultant or subcontractor shall pay the difference between the prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing wage rate. If a subcontractor worker engaged in performance of the services described in Exhibit A is not paid the general prevailing per diem wages by the subcontractor, the Consultant is not liable for any penalties therefore unless the Consultant had knowledge of that failure or unless the Consultant fails to comply with all of the following requirements:

1. The contract executed between the Consultant and the subcontractor for the performance of part of the services described in Exhibit A shall include a copy of the provisions of California Labor Code Sections 1771, 1775, 1776, 1777.5, 1813, and 1815.

2. The Consultant shall monitor payment of the specified general prevailing rate of per diem wages by the subcontractor by periodic review of the subcontractor's certified payroll records.

3. Upon becoming aware of a subcontractor's failure to pay the specified prevailing rate of wages, the Consultant shall diligently take corrective action to halt or rectify the failure, including, but not limited to, retaining sufficient funds due the subcontractor for performance of the services described in Exhibit A.

4. Prior to making final payment to the subcontractor, the Consultant shall obtain an affidavit signed under penalty of perjury from the subcontractor that the subcontractor has paid the specified general prevailing rate of per diem wages for employees engaged in the performance of the services described in Exhibit A and any amounts due pursuant to California Labor Code Section 1813.

C. In accordance with California Labor Code Section 1776, the Consultant and each subcontractor engaged in performance of the services described in Exhibit A shall keep accurate payroll records showing the name, address, social security number, work, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed in performance of the services described in Exhibit A. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following:

1. The information contained in the payroll record is true and correct.

2. The employer has complied with the requirements of California Labor Code Sections 1771, 1811, and 1815 for any work performed by the employer's employees on the public works project.

The payroll records required pursuant to California Labor Code Section 1776 shall be certified and shall be submitted directly to the Labor Commission, and available for inspection by the Owner and its authorized representatives, the Division of Labor Standards Enforcement, the

Division of Apprenticeship Standards of the Department of Industrial Relations and shall otherwise be available for inspection in accordance with California Labor Code Section 1776.

D. In accordance with California Labor Code Section 1777.5, the Consultant, on behalf of the Consultant and any subcontractors engaged in performance of the services described in Exhibit A, shall be responsible for ensuring compliance with California Labor Code Section 1777.5 governing employment and payment of apprentices on public works contracts.

E. In case it becomes necessary for the Consultant or any subcontractor engaged in performance of the services described in Exhibit A to employ for the services described in Exhibit A any person in a trade or occupation (except executive, supervisory, administrative, clerical, or other non-manual workers as such) for which no minimum wage rate has been determined by the Director of the Department of Industrial Relations, the Consultant or subcontractor shall pay the minimum rate of wages specified therein for the classification which most nearly corresponds to services described in Exhibit A to be performed by that person. The minimum rate thus furnished shall be applicable as a minimum for such trade or occupation from the time of the initial employment of the person affected and during the continuance of such employment.

3070368.1

AMENDMENT #1 TO CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF DUBLIN AND SWINERTON MANAGEMENT & CONSULTING

WHEREAS, on July 1, 2021, the City of Dublin (hereinafter referred to as "CITY") and Swinerton Management & Consulting (hereinafter referred to as "CONSULTANT ") entered into a Consulting Services Agreement for On-Call Construction Management & Inspection services (hereinafter referred to as the "AGREEMENT"); and

WHEREAS, the CITY would like to expand the services provided by CONSULTANT; and

WHEREAS, the CITY and CONSULTANT now wish to amend the AGREEMENT to add a new section for Emergency Operations Assistance to the Public Works Department in the event of an emergency.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the AGREEMENT is amended as follows:

1) Section 11.0 shall be added in its entirety as follows:

EMERGENCY OPERATIONS ASSISTANCE. The following terms and conditions are hereby agreed to by CONSULTANT in the event of a local or regional emergency:

a. Report into the City of Dublin Emergency Operations Center (E.O.C.). Contract personnel assigned to the CITY will make a reasonable effort to report to the City of Dublin E.O.C. as soon as possible following a local or regional emergency.

b. CONSULTANT shall provide emergency preparedness training at its own expense. All contract personnel assigned to the CITY shall maintain appropriate emergency training and certification at all times, such as ATC-20 Damage Assessment Training and Certification.

c. CONSULTANT shall make contract personnel and resources available for emergency response at the same hourly rates and conditions specified in this AGREEMENT.

d. CONSULTANT acknowledges that emergency response work may require variations in the work hours and assignments.

2) Except to the extent inconsistent with this First Amendment, the Parties ratify and confirm all the terms and conditions of the AGREEMENT.

3) All requisite insurance policies to be maintained by the CONSULTANT pursuant to the AGREEMENT, as may be amended from time to time, shall include coverage for the original term.

4) The individuals executing this FIRST AMENDMENT and the instruments referenced in it on behalf of CONSULTANT each represent and warrant that they have the legal power, right and actual authority to bind CONSULTANT to the terms and conditions of this FIRST AMENDMENT.

SIGNATURES ON THE FOLLOWING PAGE

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed as of the date of the City Manager's signature below.

CITY OF DUBLIN

By: DocuSigned by: Linda Smith E33836CFFC044E0... _____
Linda Smith, City Manager

Dated: 12/16/2021

SWINERTON MANAGEMENT & CONSULTING

By: DocuSigned by: Jeffery Gee FEA228FB505742B... _____
Jeffery Gee, AIA, Vice President

ATTEST:

By: DocuSigned by: Marsha Moore 9BB70815D22F40A... _____
Marsha Moore, City Clerk

APPROVED AS TO FORM:

By: DocuSigned by: 4D33BDE7E6D8453... _____
City Attorney

CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF DUBLIN AND
SWINERTON MANAGEMENT & CONSULTING
FOR
ON-CALL CONSTRUCTION MANAGEMENT & INSPECTION SERVICES

THIS AGREEMENT for consulting services is made by and between the City of Dublin ("City") and Swinerton Management & Consulting ("Consultant") (together sometimes referred to as the "Parties") as of July 1, 2021 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to City the services described in the Scope of Work attached as Exhibit A at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2024, the date of completion specified in Exhibit A, and Consultant shall complete the work described in Exhibit A on or before that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as referenced in Section 8. Notwithstanding the foregoing this Agreement may be extended on a month to month basis for up to 6 months upon the written consent of the Consultant and the City Manager, provided that: a) sufficient funds have been appropriated for such purchase, b) the price charged by the Consultant for the provision of the serves described in Exhibit A does not increase. None of the foregoing shall affect the City's right to terminate the Agreement as provided for in Section 8.

1.2 Standard of Performance. Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged.

1.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Subsection 1.2 above and to satisfy Consultant's obligations hereunder.

1.5 [Reserved]

1.6 [Reserved]

Section 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed $1,000,000 notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City in writing, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 Invoices. Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. No individual performing work under this Agreement shall bill more than 2,000 hours in a fiscal year unless approved, in writing, by the City Manager or his/her designee. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- A copy of the applicable time entries or time sheets shall be submitted showing the following:
    - Daily logs of total hours worked by each individual performing work under this Agreement
    - Hours must be logged in increments of tenths of an hour or quarter hour
    - If this Agreement covers multiple projects, all hours must also be logged by project assignment
    - A brief description of the work, and each reimbursable expense
- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder;
- The Consultant's signature;

- Consultant shall give separate notice to the City when the total number of hours worked by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours within a 12-month period under this Agreement and any other agreement between Consultant and City. Such notice shall include an estimate of the time necessary to complete work described in Exhibit A and the estimate of time necessary to complete work under any other agreement between Consultant and City, if applicable.

2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

2.3 **Final Payment.** City shall pay the last 10% of the total sum due pursuant to this Agreement within 60 days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.

2.4 **Total Payment.** City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto as Exhibit B.

2.6 **Reimbursable Expenses.** Reimbursable expenses are specified in Exhibit B. Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.8 **Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.9 Authorization to Perform Services. The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

Section 4. INSURANCE REQUIREMENTS. Before fully executing this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid or proposal. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence to City that such insurance is in effect. VERIFICATION OF THE REQUIRED INSURANCE SHALL BE SUBMITTED AND MADE PART OF THIS AGREEMENT PRIOR TO EXECUTION. Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

4.1 Workers' Compensation.

4.1.1 General Requirements. Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than $1,000,000 per accident. In the alternative, Consultant may rely on a self-insurance program to meet these requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the California Labor Code shall be solely in the discretion of the Contract Administrator.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the Consultant, its employees, agents, and subcontractors.

4.1.2 **Submittal Requirements.** To comply with Subsection 4.1, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section; and

b. Waiver of Subrogation Endorsement as required by the section.

4.2 **Commercial General and Automobile Liability Insurance.**

4.2.1 **General Requirements.** Consultant, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than $1,000,000 and automobile liability insurance for the term of this Agreement in an amount not less than $1,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

4.2.2 **Minimum Scope of Coverage.** Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001, Code 1 (any auto). No endorsement shall be attached limiting the coverage.

4.2.3 **Additional Requirements.** Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. City, its officers, officials, employees, and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired, or borrowed by the Consultant.

c. Consultant hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation.

d. For any claims related to this Agreement or the work hereunder, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

4.2.4 Submittal Requirements. To comply with Subsection 4.2, Consultant shall submit the following:

a. Certificate of Liability Insurance in the amounts specified in the section;

b. Additional Insured Endorsement as required by the section;

c. Waiver of Subrogation Endorsement as required by the section; and

d. Primary Insurance Endorsement as required by the section.

4.3 Professional Liability Insurance.

4.3.1 General Requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than $2,000,000 covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall not exceed $150,000 per claim.

4.3.2 Claims-Made Limitations. The following provisions shall apply if the professional liability coverage is written on a claims-made form:

a. The retroactive date of the policy must be shown and must be before the date of the Agreement.

b. Insurance must be maintained and evidence of insurance must be provided for at least 5 years after completion of the Agreement or the work, so long as commercially available at reasonable rates.

c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant shall purchase an extended period coverage for a minimum of 5 years after completion of work under this Agreement.

d. A copy of the claim reporting requirements must be submitted to the City for review prior to the commencement of any work under this Agreement.

4.3.3 Additional Requirements. A certified endorsement to include contractual liability shall be included in the policy.

4.3.4 Submittal Requirements. To comply with Subsection 4.3, Consultant shall submit the Certificate of Liability Insurance in the amounts specified in the section.

4.4 All Policies Requirements.

4.4.1 Acceptability of Insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

4.4.2 Verification of Coverage. Prior to beginning any work under this Agreement, Consultant shall furnish City with complete copies of all Certificates of Liability Insurance delivered to Consultant by the insurer, including complete copies of all endorsements attached to the policies. All copies of Certificates of Liability Insurance and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If the City does not receive the required insurance documents prior to the Consultant beginning work, it shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete copies of all required insurance policies at any time.

4.4.3 Deductibles and Self-Insured Retentions. Consultant shall disclose to and obtain the written approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, employees, and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration and defense expenses.

4.4.4 Wasting Policies. No policy required by this Section 4 shall include a "wasting" policy limit (i.e. limit that is eroded by the cost of defense).

4.4.5 Endorsement Requirements. Each insurance policy required by Section 4 shall be endorsed to state that coverage shall not be canceled by either party, except after 30 days' prior written notice has been provided to the City.

4.4.6 Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.5 **Remedies.** In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES. Refer to the attached Exhibit C, which is incorporated herein and made a part of this Agreement.

Section 6. STATUS OF CONSULTANT.

6.1 **Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. This Agreement shall not be construed as an agreement for employment. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subsection 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Consultant further acknowledges that Consultant performs Services outside the usual course of the City's business; and is customarily engaged in an independently established trade, occupation, or business of the same nature as the Consultant performs for the City and has the option to perform such work for other entities. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 **Consultant Not an Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.

7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws and regulations applicable to the performance of the work hereunder, including but not limited to, the California Building Code, the Americans with Disabilities Act, and any copyright, patent or trademark law. Consultant's failure to comply with any law(s) or regulation(s) applicable to the performance of the work hereunder shall constitute a breach of contract.

7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

7.5 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, sex, gender, religion (including religious dress and grooming practices), national origin, ancestry, physical or mental disability, medical condition (including cancer and genetic characteristics), marital status, age, sexual orientation, color, creed, pregnancy, genetic information, gender identity or expression, political affiliation or belief, military/veteran status, or any other classification protected by applicable local, state, or federal laws (each a "Protected Characteristic"), against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

8.1 **Termination.** City may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

8.2 **Extension.** City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.3 **Amendments.** The Parties may amend this Agreement only by a writing signed by all the Parties.

8.4 **Assignment and Subcontracting.** City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

8.6 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but are not limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;

8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or

8.6.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that

City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

9.1 Records Created as Part of Consultant's Performance. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties.

9.2 Consultant's Books and Records. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of 3 years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.

9.3 Inspection and Audit of Records. Any records or documents that Subsection 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds $10,000.00, the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of 3 years after final payment under the Agreement.

Section 10. MISCELLANEOUS PROVISIONS.

10.1 Attorneys' Fees. If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

10.2 Venue. In the event that either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Alameda or in the United States District Court for the Northern District of California.

10.3 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.4 **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.5 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.6 **Use of Recycled Products.** Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.7 **Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any City official in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous 12 months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous 12 months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of California Government Code Section 1090 *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of California Government Code Section 1090 *et seq.,* and, if applicable, will be disqualified from holding public office in the State of California.

At City's sole discretion, Consultant may be required to file with the City a Form 700 to identify and document Consultant's economic interests, as defined and regulated by the California Fair Political Practices Commission. If Consultant is required to file a Form 700, Consultant is hereby advised to contact the Dublin City Clerk for the Form 700 and directions on how to prepare it.

10.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.9 **Contract Administration.** This Agreement shall be administered by the City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.10 **Notices.** Any written notice to Consultant shall be sent to:

Swinerton Management & Consulting
Attn: Jeffrey Gee, AIA, Vice President
260 Townsend Street
San Francisco, CA 94107
Email: jgee@swinerton.com

Any written notice to City shall be sent to:

City of Dublin
Attn: City Engineer
100 Civic Plaza
Dublin, CA 94568

10.11 **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A, B, and C represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

Exhibit A	Scope of Services
Exhibit B	Compensation Schedule & Reimbursable Expenses
Exhibit C	Indemnification

10.12 **Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

10.13 **Certification per Iran Contracting Act of 2010.** In the event that this contract is for one million dollars ($1,000,000.00) or more, by Consultant's signature below Consultant certifies that Consultant, and any parent entities, subsidiaries, successors or subunits of Consultant are not identified on a list created pursuant to subdivision (b) of Section 2203 of the California Public Contract Code as a person engaging in investment activities in Iran as described in subdivision (a) of Section 2202.5, or as a person described in subdivision (b) of Section 2202.5 of the California Public Contract Code, as applicable.

SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Agreement as of the Effective Date. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF DUBLIN

DocuSigned by:
Linda Smith
E33836CEEC044E0...

Linda Smith, City Manager

Attest:

DocuSigned by:
Marsha Moore
9BB70815D22F40A...

Marsha Moore, City Clerk

Approved as to Form:

DocuSigned by:
Jordyn Bishop for
5ED7E38973DC484...

City Attorney

SWINERTON MANAGEMENT & CONSULTING

DocuSigned by:
Jeff Gee
FEA228FB5057428...

Jeffrey Gee, AIA, Vice President

Consultant's DIR Registration Number
(if applicable)

3070368.1

EXHIBIT A
Scope of Services

Construction Management and Inspection Services

The Scope of Services is intended as a guide to illustrate the minimum project requirements. The Consultant Construction Management Team will provide professional and technical services to manage the construction, and inspection, for the assigned project under the supervision of the City of Dublin. The Consultant shall provide all other necessary equipment, vehicle(s), cell phone, tools of the trade, etc. necessary for the project team to successfully complete the project.

Services During Pre-Construction*:*

The Construction Manager will assist City Staff in the following:

1. Perform a review of the construction documents issued to the City for review and provide recommendations regarding feasibility of construction methods, current availability of materials and labor and time requirements for procurement. Identify materials or services which may have a long lead time and could impact to the project. Provide written comments to the City for incorporation into the bid documents by addendum if necessary.
2. Work with the City to develop strategies to generate market interest in the Project.
3. Take the lead in managing the bid process including receiving bidder's questions, distributing information to the Owner and their consultant, issuing bid addendums, analyzing bids and ultimately make a recommendation of award to the City Project Manager. Provide documentation and substantiation to allow staff to gain Council approval of award.
4. Maintain an electronic project management filing system on the City's network using the Microsoft office suite.
5. Work with and provide project specific construction recommendations to the design team. Review and provide comment on the construction logistics plans produced by the design team.

Services During Construction:

The Construction Manager will represent the City during construction of the project. The Construction Manager will perform the following specific services:

1. Coordinate the efforts of the engineer, contractor, local agencies, and City to ensure proper communication and progress of the project. Act as liaison to the City through the City's Project Manager.
2. Schedule, direct and supervise the Project Inspector or work with the City's Sr. Inspector in assignment of inspection staff.
3. Coordinate all required testing services and review testing reports and materials testing personnel.
4. Provide on-site coordination to assure that the project meets the Plans and Specifications and stays on budget and schedule.

5. Review, evaluate, and furnish recommendations to the City regarding contractor's performance, construction schedule and any other matters related to compliance with the contract.

6. Provide a daily log of events and activities so as to secure the City's interests and monitor work accomplished in accordance with the contract.

7. Review, track and assist in the preparation of responses to Contractor RFI's.

8. Review, track and assist in the review of Contractor submittals.

9. Review and track certificates of compliance and product submittals for conformance to the project Special Provisions and/or Caltrans Standard Specifications and Plans.

10. Provide a monthly update outlining project status, schedule, submittals, RFI's, and change order issues. Include pertinent photos or supporting documents. The report should include an analysis of any potential delays and their actual relevance. The report should be suitably formatted to share with the City Manager's Office.

11. Issue Weekly Statement of Days Charged.

12. Review and furnish contract correspondence, minutes of meetings and directives to be issued to secure the interests of the City.

13. Review and make recommendations regarding payments to contractor including Change Orders, when applicable, and recommendations regarding any proposed changes. Prepare and provide cost analysis where necessary to verify change order costs generated by the Contractor are reasonable and correct in scope.

14. Attend all construction-related site meetings with the City's representatives, contractors, and other meetings between related parties as required. Maintain separate notes on such meetings.

15. Verify that the Contractor complies with the requirement of the project's water pollution control and staff the project with the required personal and submit necessary documentation to the SMART system.

16. Assist the Design Consultants Team to ensure compliance with the project's various environmental requirements and permits

17. Assist with providing any information to the City Departments as required.

18. Monitor contractor's construction activities to ensure the General Contractor is providing proper planning and coordination of work crews and of subcontractors for the execution of the project work.

19. Identify potential claims and make recommendations to resolve them.

20. Upon completion of the project work, provide a punch list review and recommendation of Project Acceptance.

21. Upon completion of the project work, review all of the Contractor's final submittals to ensure their compliance with final project close-out requirements.

22. The construction Contractor shall be responsible for job site safety. Should a safety or hazardous condition be discovered by the Construction Management Team, it shall be brought to the attention of the Contractor and inform the City.

The Project Inspector will represent the City during construction and report to the Construction Manager or Inspector of Record or City Representative:

1. Provide on-site inspection to assure that the project is constructed in compliance with the Plans and Specifications.
2. Perform the duties designated by the City's Building Department Inspector or Inspector of Record for the project.
3. Provide inspectors daily report of events, manpower, and activities so as to secure the City's interests and monitor work accomplished in accordance with the contract. Daily progress pictures shall be incorporated into the report.
4. Take digital photographs and digital video tape recordings of the construction progress on a regular basis, including pre-construction conditions within the project limits.
5. Collect material tags and verify materials on site meet project specifications and project submittals.
6. Maintain a redline set of as-built plans and specifications.
7. Track and field-verify quantities of actual improvements installed by the Contractor and maintain a quantity bid sheet for each bid item of work.
8. Assists the Construction Manager or City Representative in review and recommendation of progress payments.
9. Track and document Time and Materials work issued to the Contractor.
10. Working with the Construction Manager and other agencies and permit holders to issue a project punch-list.

Post-Construction Services:

1. Provide marked up construction record drawings (as-built drawings) for designer completion.
2. Coordinate and prepare final progress payment.
3. Provide final inspection services and project closeout activities including preparation of final construction project report and other documents required by City of Dublin, City Building Department or Authority having Jurisdiction and resolve all contractor claims if any.
4. Resolution of all contract issues, warranties, bonds, etc.
5. Turn all construction documents over to the City of Dublin.

EXHIBIT B

COMPENSATION SCHEDULE & REIMBURSABLE EXPENSES

DISCIPLINE	HOURLY RATES
Principal-In-Charge	$250
Project Executive	$226
Program Manager	$226
Senior Project Manager	$202
Project Manager	$161
Assistant Project Manager	$129
Senior Construction Manager	$202
Construction Manager	$161
Assistant Construction Manager	$129
Senior Construction Inspector	$158
Construction Inspector	$114
Senior Project Engineer	$128
Project Engineer	$106
Corporate Manager of Project Controls	$317
Scheduler / Claims Principal	$251
Senior Scheduler / Claims Associate	$207
Scheduler / Claims Associate	$158
Scheduler / Cost Analyst	$130
Jr. Scheduler	$106
Financial Controls Manager	$154
Senior Cost Estimator	$194
Cost Estimator	$168
Administrative Manager	$108
Senior Project Field Administrator	$103
Project Field Administrator	$83
Intern	$71

REIMBURSABLES AND OVERHEAD

Swinerton's Standard Hourly Rates are all-inclusive of overhead, laptop computers, cell phones, travel within the greater San Francisco Bay Area, office supplies, etc. Expenses that are not included in our hourly rates would be costs of any specializedsoftware licenses / computer programs required by our Clients. Reimbursable items, if any, are invoiced at cost to our Clients.

EXHIBIT C

INDEMNIFICATION

A. Consultant shall, to the extent permitted by law, including without limitation California Civil Code 2782 and 2782.8, indemnify, hold harmless and assume the defense of, in any actions at law or in equity, the City, its employees, agents, volunteers, and elective and appointive boards, from all claims, losses, and damages, including property damage, personal injury, death, and liability of every kind, nature and description, arising out of, pertaining to or related to the negligence, recklessness or willful misconduct of Consultant or any person directly or indirectly employed by, or acting as agent for, Consultant, during and after completion of Consultant's work under this Agreement.

B. With respect to those claims arising from a professional error or omission, Consultant shall defend, indemnify and hold harmless the City (including its elected officials, officers, employees, and volunteers) from all claims, losses, and damages arising from the professionally negligent acts, errors or omissions of Consultant, however, the cost to defend charged to Consultant shall not exceed Consultant's proportionate percentage fault.

C. Consultant's obligation under this section does not extend to that portion of a claim caused in whole or in part by the sole negligence or willful misconduct of the City.

D. Consultant shall also indemnify, defend and hold harmless the City from all suits or claims for infringement of any patent rights, copyrights, trade secrets, trade names, trademarks, service marks, or any other proprietary rights of any person or persons because of the City or any of its officers, employees, volunteers, or agents use of articles, products things, or services supplied in the performance of Consultant's services under this Agreement, however, the cost to defend charged to Consultant shall not exceed Consultant's proportionate percentage fault.

REQUEST FOR PROPOSALS

CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES

Project No. 1 - CIP No. PK0422 Iron Horse Nature Park and Open Space – Phase 1
Project No. 2 - CIP No. ST0121 Green Stormwater Infrastructure, South of Amador Valley Boulevard

City of Dublin

Proposals must be received by: April 10, 2023

Laurie Sucgang, P.E., Assistant Public Works Director/City Engineer
100 Civic Plaza
City of Dublin, CA 94568

Proposals will be evaluated on the following: a) responsiveness to the Request for Proposal questions, b) experience of the firm, c) experience and qualifications of the assigned individuals and d) Satisfaction of previous clients.

DUBLIN

Request for Proposal
For
Construction Management and Inspection Services

Overview

The Public Works Department is seeking construction management and inspection services, including necessary materials and testing services, for capital improvement projects, as described in the next section below.

The Scope of Services is intended as a guide to illustrate the minimum project requirements. The Construction Management Team will provide professional and technical services to manage the construction and inspection for the assigned project under the supervision of the City of Dublin. The Consultant selected shall provide all other necessary equipment, vehicle(s), cell phone, tools of the trade, etc. necessary for the project team to successfully complete the project.

Services During Pre-Construction*:*

The Construction Manager will assist City Staff in the following:

1. Perform a review of the construction documents issued to the City for review and provide recommendations regarding feasibility of construction methods, current availability of materials and labor and time requirements for procurement. Identify materials or services which may have a long lead time and could impact to the project. Provide written comments to the City for incorporation into the bid documents by addendum if necessary.
2. Work with the City to develop strategies to generate market interest in the Project.
3. Take the lead in managing the bid process including receiving bidder's questions, distributing information to the Owner and their consultant, issuing bid addendums, analyzing bids and ultimately make a recommendation of award to the City Project Manager. Provide documentation and substantiation to allow Staff to gain City Council approval of award.
4. Maintain an electronic project management filing system and potentially on the City's network using the Microsoft Office Suite.
5. Work with and provide project specific construction recommendations to the design team. Review and provide comment on the construction logistics plans produced by the design team.

Services During Construction:

The Construction Manager will represent the City during construction of the project. The Construction Manager will perform the following specific services:

1. Coordinate the efforts of the engineer, contractor, local agencies, and City to ensure proper communication and progress of the project. Act as liaison to the City through the City's Project Manager.

2. Schedule, direct, and supervise the Project Inspector.

3. Coordinate all required testing services and review testing reports and materials testing personnel.

4. Provide on-site coordination to assure that the project meets the Plans and Specifications and stays on budget and schedule.

5. Review, evaluate, and furnish recommendations to the City regarding contractor's performance, construction schedule, and any other matters related to compliance with the contract, including the Community Workforce Agreement.

6. Provide a daily log of events and activities so as to secure the City's interests and monitor work accomplished in accordance with the contract.

7. Review, track, and assist in the preparation of responses to Contractor RFIs.

8. Review, track, and assist in the review of Contractor submittals, including obtaining Building Permits as necessary.

9. Review and track certificates of compliance and product submittals for conformance to the project Special Provisions and/or Caltrans Standard Specifications and Plans.

10. Provide a monthly update outlining project status, schedule, submittals, RFIs, and change order issues. Include pertinent photos or supporting documents. The report should include an analysis of any potential delays and their actual relevance. The report should be suitably formatted to share with the City Manager's Office.

11. Issue Weekly Statement of Days Charged.

12. Review and furnish contract correspondence, minutes of meetings, and directives to be issued to secure the interests of the City.

13. Review and make recommendations regarding payments to contractor including Change Orders, when applicable, and recommendations regarding any proposed changes. Prepare and provide cost analysis where necessary to verify change order costs generated by the Contractor are reasonable and correct in scope.

14. Attend all construction-related site meetings with the City's representatives, contractors, and other meetings between related parties as required. Maintain separate notes on such meetings.

15. Verify that the Contractor complies with the requirement of the project's water pollution control and staff the project with the required personal and submit necessary documentation to the SMART system.

16. Assist the Design Consultant's Team to ensure compliance with the projects various environmental requirements and permits.

17. Assist with providing any information to the City Departments as required, including any requested tours of the construction site.

18. Monitor contractor's construction activities to ensure the General Contractor is providing proper planning and coordination of work crews and of subcontractors for the execution of the project work.

19. Identify potential claims and make recommendations to resolve them.

20. Upon completion of the project work, provide a punch list review, and recommendation of Project Acceptance.

21. Upon completion of the project work, review all of the Contractor's final submittals to ensure their compliance with final project close-out requirements.

22. The construction Contractor shall be responsible for job site safety. Should a safety or hazardous condition be discovered by the Construction Management Team, it shall be brought to the attention of the Contractor and inform the City.

The Project Inspector will represent the City during construction and report to the Construction Manager or Inspector of Record or City Representative:

1. Provide on-site inspection to assure that the project is constructed in compliance with the Plans and Specifications.

2. Perform the duties designated by the City's Building Department Inspector or Inspector of Record for the project, as necessary.

3. Provide inspector's daily report of events, labor, equipment, and activities so as to secure the City's interests and monitor work accomplished in accordance with the contract. Daily progress pictures shall be incorporated into the report.

4. Take digital photographs and digital video tape recordings of the construction progress on a regular basis, including pre-construction conditions within the project limits.

5. Collect material tags and verify materials on site meet project specifications and project submittals.

6. Maintain a redline set of as-built plans and specifications.

7. Track and field-verify quantities of actual improvements installed by the Contractor and maintain a quantity bid sheet for each bid item of work.

8. Assists the Construction Manager or City Representative in review and recommendation of progress payments.

9. Track and document Time and Materials work issued to the Contractor.

10. Work with the Construction Manager and other agencies and permit holders to issue a project punch-list.

Post-Construction Services:

1. Provide marked up construction record drawings (as-built drawings) for designer completion.
2. Coordinate and prepare final progress payment.
3. Provide final inspection services and project closeout activities including preparation of final construction project report and other documents required by City of Dublin, City Building Department or Authority having Jurisdiction and resolve all contractor claims if any.
4. Resolution of all contract issues, warranties, bonds, etc.
5. Turn all construction documents over to the City of Dublin in electronic format and/or hard copy, as requested.
6. Provide any necessary documentation to meet the requirements of grant funding.

Special Inspection and Materials Testing

The Special Inspection firm shall be on the City of Dublin's Building and Safety Division's "Recognized Special Inspection & Testing Agency" (see "Special Inspection and Testing Agreement" form, which is available on the City of Dublin's Building and Safety Division website at: **https://dublin.ca.gov/152/Handouts**) listed in all categories or be able to be added to the list prior to execution of the Agreement.

- Laboratory shall be certified by the State of California to provide material testing for Federal Aid Projects.
- Field and Laboratory Compaction Testing using Caltrans and ASTM methods.
- Plant inspection.
- Special Inspection (Concrete Placement, ACI or ICC, Electrical, Mechanical, Welding, Rebar, Conduit, Cables, etc.).
- Public Works Inspection, as needed.
- Firms will be required to sign and comply with the requirements of the City of Dublin Building and Safety Division's "Special Inspection and Testing Agreement" for projects or project components issued a Building Permit.

Project Description:

Project No. 1 - CIP No. PK0422 Iron Horse Nature Park and Open Space – Phase 1

This is the first phase of a new master planned park, Iron Horse Nature Park and Open Space. The project will construct the first 2,000 linear feet of trail from Amador Valley Boulevard northwesterly, in the alignment consistent with the adopted Master Plan (i.e. within the City-owned parcel). The new trail will be 12-feet wide paved with two 2-foot wide shoulders on each side. There will be spur trails or connection trails back to the

existing Iron Horse Regional Trail and to the City's existing Stagecoach Park. The park amenities include, entry monumentation sign, bike rack, bike repair station, pet waste station, relocated three-stream waste receptacles, benches, concrete seat wall, boulders to create a seating/gathering space, custom shade structure with seating, culverts with headwalls, endwalls, wingwalls, railing, cobble aprons, etc., plantings, irrigation modification in the existing Stagecoach Park, interpretive signage at the four amenity areas along the 2,000 linear feet of new park. The City-owned parcel has contaminated soil and a hazardous wooden bridge that will be removed as a part of construction, which are relics of its former use as the Southern Pacific Railroad corridor.

The project's current engineer's estimate is between $2 and $4 million. There are State park grant funds for the construction phase of the project, which have a project completion deadline of December 31, 2023. There are jurisdictional wetlands on the site that are impacted by the project and will be mitigated on-site. There is also a Kinder Morgan gas pipeline adjacent to the project site, which is crossed two times with the project improvements, overhead utilities, underground fiber optic communications, and an abandoned utility pole that will be removed with the project construction. The existing Iron Horse Regional Trail and South San Ramon Creek are located on the adjacent Zone 7-owned property and will be open and active during construction. Zone 7 Water Agency plans to also have a construction project in progress this summer 2023, which will require coordination with this project construction to avoid conflicts between the two contractors.

The draft 100% PS&E package is anticipated to be submitted to the City for review at the end of March/early April. The selected consultant will be required to perform a constructability and biddability review. The resource agency permit applications were submitted in early/mid-March to the ACOE, RWQCB, and CDFW.

The construction contractor will be subject to the Community Workforce Agreement (CWA). The Construction Manager will be tasked with assisting the City and the City's CWA consultant in administering the requirements of the CWA. As stated in the CWA, attached to this RFP for reference as Attachment C, the purpose of the CWA is to promote the efficiency of construction operations for the City through the use of skilled labor resulting in quality construction outcomes, to provide for the peaceful settlement of labor disputes and grievances without strikes or lockouts, thereby promoting the public interest in assuring the timely and economical completion of the Project and covered by the CWA, and to increase training and employment opportunities in the construction trades through local hire, apprenticeship and pre-apprenticeship, and community partnership programs for residents of the Local Area.

The Consultant Team(s) providing Design Services to the City of Dublin for this Project are not eligible to participate in the Construction Administration, Inspection, and Material Testing of the Project.

Project No. 2 - **CIP No. ST0121 Green Stormwater Infrastructure, South of Amador Valley Boulevard**

The City of Dublin and Alameda County Transportation Commission (Alameda CTC) have partnered to design and construct this project, which will allow for the City to meet its requirements of the Green Stormwater Infrastructure Plan and Caltrans' SR84 Expressway Widening and SR84/I-680 Interchange Improvements project, for which Alameda CTC is the lead implementing agency.

The project will treat stormwater runoff from the adjacent neighborhoods prior to discharge into South San Ramon Creek and Alamo Creek and will meet stormwater treatment and flow control requirements specified in the San Francisco Bay Regional Water Quality Control Board (RWQCB). Caltrans and the RWQCB have approved off-site stormwater treatment and flow control for the Alameda CTC Project. Improvements include storm water pipes, inlets, outlets, bioretention and hydromodification management basin, landscape plantings, etc.

The current engineer's estimate is between $1.2M and $2M. the 50% PS&E is anticipated to be submitted to the City for review in April. The selected consultant will be required to perform a constructability and biddability review of the draft 100% PS&E package, which is anticipated to be submitted in summer 2023.

There is also a Kinder Morgan gas pipeline adjacent to the project site, which is crossed at least one time with the project improvements, overhead utilities, and an underground fiber optic communication line. The existing Iron Horse Regional Trail and South San Ramon Creek, as well as Alamo Creek and Alamo Canal Trail are located on the adjacent Zone 7-owned property and will be open and active during construction. Zone 7 Water Agency plans to also have a construction project in progress this summer 2023, which may require coordination with this project construction to avoid conflicts between the various contractors.

The construction contractor will be subject to the Community Workforce Agreement (CWA). The Construction Manager will be tasked with assisting the City and the City's CWA consultant in administering the requirements of the CWA, attached to this RFP for reference as Attachment C.

The Consultant Team(s) providing Design Services to the City of Dublin for this Project are not eligible to participate in the Construction Administration, Inspection, and Material Testing of the Project.

Considerations:

Consultants are advised that this agreement is considered "public work" for purposes of the California Labor Code, which requires payment of prevailing wages. The Agency has obtained from the Director of Department of Industrial Relations the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work. These rates will be on file at the Owner's office at 100 Civic Plaza, Dublin, CA 94568 or online at http://www.dir.ca.gov/OPRL/PWD/index.htm and they will be made available to any interested party upon request. The Consultant with whom an Agreement is entered must pay the prevailing rates, post copies thereof at the job site, provide copies of certified payrolls upon request, and otherwise comply with the applicable provisions of State law. The Consultant is subject to prevailing wage rate compliance monitoring and enforcement by the California Department of Industrial Relations.

The Consultant or Subcontractor(s) shall not be qualified to submit a response to this RFP, subject to the requirements of Section 4104 of the Public Contract Code or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Section 1725.5. It is not a violation of this section for an unregistered consultant to submit a proposal that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the consultant is registered to perform Public Work pursuant to Section 1725.5 at the time the contract is awarded.

Process and General Conditions

1. Proposers shall submit one electronic copy to:

   Laurie Sucgang, P.E.
   Assistant Public Works Director/City Engineer
   100 Civic Plaza
   Dublin, CA 94568
   Laurie.sucgang@dublin.ca.gov

Electronic copies shall be submitted by e-mailed PDF or on USB flash drive. No hardcopies will be accepted.

2. Deadline for submitting the proposal is **April 10**, at 4:00 p.m. to Laurie Sucgang at laurie.sucgang@dublin.ca.gov.

3. The City will not pay for any costs incurred in preparation and submission of the proposals or in anticipation of a contract. The format of submittals is at the discretion of the Proposer. Each proposal shall be limited to a maximum of 10 pages, single-sided, using minimum 12 point font size. Page limit excludes a table of contents, tabbed dividers, resumes for Proposer's team, or project examples.

Schedule for RFP Process

March 22, 2023	Request for Proposals posted
March 29, 2023	Deadline to submit questions to City of Dublin via e-mail to: laurie.sucgang@dublin.ca.gov
April 4, 2023	Addendum posted, if required
April 10, 2023	Proposals are due no later than 4:00 p.m. on April 10 via e-mail to laurie.sucgang@dublin.ca.gov . Late submittals will not be accepted.
April 19, 2023	Interview firms (optional)
May 16, 2023	Consulting Services Agreement scheduled for approval by the Dublin City Council (Tentative)

(Tentative dates, subject to change)

RFP Submittal Requirements

Please prepare and organize your Proposal based on the requirements provided below. Please note however that the RFP submittal is limited to **10 pages maximum** single sided (excluding resumes) and should be submitted on 8 ½ x 11 paper, in 12-point font. Page limit excludes a table of contents, tabbed dividers, resumes for Proposer's team, or project examples.

Interested firms are requested to one electronic copy of their Proposal as follows:

1. Enclose a cover letter not to exceed one page, describing the firm's interest and commitment to perform work necessary to provide the requested consulting services. The person authorized by the firm to negotiate a contract with the City of Dublin shall sign the cover letter. Please include this cover letter within document and not as a separate page.

2. State the qualifications and experience of the firm/individual(s). Please emphasize the specific qualifications and experience with engagements of similar scope and complexity.

3. Provide at least three references (names and current phone numbers) from recent work (previous five years) similar to the services outlined in this RFP. Please include a brief description of the work performed and the role your firm performed.

4. List key staff members, including identification of the Principal-in-Charge and Project Manager/primary point-of-contact. Include each team member's availability, including all existing committed hours, and the ability of being able to complete the project on time and budget.

5. Provide an approach to completing this project, showing the flow of various tasks of the work and demonstrating the clear understanding of the requested work.

6. Provide a project schedule.

7. Present proposed project budget, to include a compensation rate schedule for services.

8. Provide confirmation of your firm's ability to meet the City's Standard Consulting Services Agreement and insurance requirements. Exceptions to the Agreement and insurance requirements shall be specifically noted in the Proposal.

Please submit your Proposal to Laurie Sucgang at laurie.sucgang@dublin.ca.gov **no later than April 10 by 4:00 p.m.** The entire Proposal (excluding resumes) should be a **maximum** of 10 pages. Submittals should be addressed as follows:

City of Dublin, Public Works Department
Attention: Laurie Sucgang, P.E.
City of Dublin
100 Civic Plaza
Dublin, California 94568
Laurie.sucgang@dublin.ca.gov

Late submissions will NOT be accepted. Any Proposal submitted after the stated deadline will not be accepted for consideration.

Standard Consulting Services Agreement:

It is anticipated that the services covered by the Agreement resulting from this solicitation will be performed on a time and materials fee basis for a specified scope of work. The term of the agreement will begin **May 1, 2023 (tentative)**.

A sample of the City's Standard Consulting Services Agreement (Agreement), including insurance requirements, is provided as **Attachment A**.

If the interested firm desires to take exception to the Agreement and/or insurance requirements, the interested firm shall clearly identify proposed changes to the Agreement and furnish the reason for these changes, which shall be included in the qualification. Exceptions will be taken into consideration in evaluating Proposals. Otherwise, the interested firm is to state in the proposal that the Agreement and insurance requirements are acceptable.

Consideration for exceptions will not be considered if not included in the submitted proposal.

Conflict of Interest

Proposer agrees that, for the term of this contract, no member, officer or employee of the City of Dublin, or of a public body within Alameda County or member or delegate to the Congress of the United States, during his/her tenure or for one year thereafter, shall have any direct interest in the contracts or any direct or material benefit arising therefrom.

Proposers must provide a list of any potential conflicts of interest in working for the City of Dublin. This must include, but is not limited to, a list of your firm's clients who are the following: Private clients located or operating within the City of Dublin limits, Dublin San Ramon Services District, U.S. Army Camp Parks and/or the County of Alameda, and a brief description of work for these clients. Proposers must also identify any other clients (including public entities), that may pose a potential conflict of interest, as well as a brief description of work you provide to these clients.

This list must include all potential conflicts of interest within the year prior to the release of this RFP as well as current and future commitments to other projects.

Principals and those performing work for City of Dublin may be required to submit a California Fair Political Practices Commission (FPPC) Form 700: Statement of Economic Interests documenting potential financial conflicts of interest. For additional information, proposers should refer to the FPPC website at http://www.fppc.ca.gov/Form700.html.

Equal Employment Opportunity

Proposer shall not, on the grounds of race, color, sex, age, religion, national origin, ancestry, physical handicap, medical condition, or marital status either discriminate or permit discrimination against any employee or applicant for employment in any manner prohibited by Federal, State or local laws. In the event of Proposer non-compliance, the City of Dublin may cancel, terminate or suspend the Contract in whole or in part. Proposer may also be declared ineligible for further contracts with the City of Dublin.

Proposer shall take affirmative action to ensure that applicants are employed, and that employees are treated during their employment, without regard to their race, religion, color, sex, or national origin. Such action shall

include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Proposer and its sub-consultants shall post in conspicuous places, available to all employees and applicants for employment, a notice setting forth the following provisions [29 U.S.C. § 623, 42 U.S.C. § 2000, 42 U.S.C. § 6102, 42 U.S.C. § 12112, 42 U.S.C. § 12132, 49 U.S.C. § 5332, 29 CFR Part 1630, 41 CFR Parts 60 et seq.].

Governing Law

This RFP summarizes the applicable laws and governance; when in conflict applicable State/Federal guidelines shall apply. The contract and legal relations between the parties hereto shall be governed and construed in accordance with the laws of the State of California.

Insurance Requirements

The Contractor shall provide insurance coverage as follows in conformance with the City of Dublin's requirements:

General Liability Insurance	$1,000,000
Automobile Liability Insurance	$1,000,000
Professional Liability Insurance	$1,000,000
Workers' Compensation Insurance	$1,000,000

References

Contractor must include three (3) references for which the company has provided services similar to those described in this RFP. Reference information shall include: Name, Address, Contact, Title, Phone Number, and Term of the Contract.

Review and Selection Process

The City reserves the right to make the selection based on its sole discretion. A subcommittee selected by City Staff will evaluate proposals provided in response to this RFP. The subcommittee will use a forced ranking process (please see Attachment B, Forced Ranking Rating Sheet, for further detail). Informal interviews may be conducted by City staff and may include more than one firm that has submitted a Proposal.

Based on input from this review process, a recommendation will be made to the City Manager. The City Manager will make a recommendation to the City Council for award of contract services.

The City reserves the right to award a contract to the firm(s) that the City feels best meets the requirements of the RFP. The City reserves the right to reject any and all Proposals prior to execution of the Agreement, with no penalty to the City.

Selection of Consultant

Submitted Proposals will be evaluated and scored using the following criteria:

- Qualifications and specific experience of key project team members.
- Quality and completeness of the proposal.

- Experience with engagement of similar scope and complexity.
- Satisfaction of previous clients.
- Cost of providing the consultant services for this project.

Attachment A

Standard Consulting Services Agreement

Attachment B

Forced Ranking Rating Sheet

Attachment C

Community Workforce Agreement

Attachment A

Standard Consulting Services Agreement

Attachments to RFP Removed for June 6, 2023 City Council Meeting.

PROPOSAL FOR

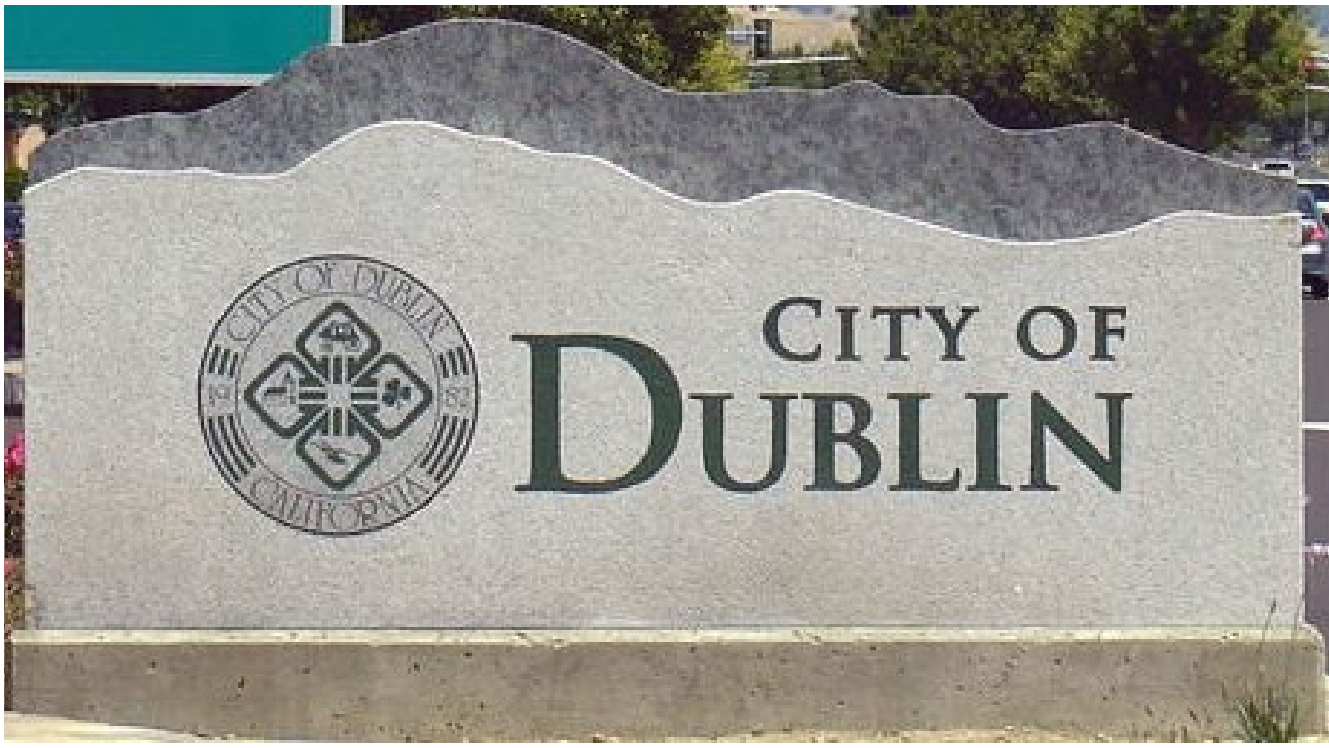
City of Dublin

CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES

Project No. 1 - CIP No. PK0422 Iron Horse Nature Park and Open Space, Phase 1

Project No. 2 - CIP No. ST0121 Green Stormwater Infrastructure, South of Amador Valley Boulevard

April 10, 2023



Subconsultants:

BSK ASSOCIATES

GANNETT FLEMING

April 10, 2023

Ms. Laurie Sucgang, PE
Assistant Public Works Director/City Engineer
City of Dublin
100 Civic Center Plaza
Dublin, CA 94568

GANNETT FLEMING

1. PROPOSAL TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES, CIP PROJECTS NO. PK0422 AND ST0121

Dear Ms. Sucgang:

In order to complete the subject projects on time the City of Dublin requires the services of an experienced construction management and inspection team who knows your staff, your facilities, and can provide value on day one. Gannett Fleming offers the City a cohesive team of construction management and inspection professionals who have recent experience working with your staff to deliver successful public works projects for your citizens.

Every member of our team has direct experience working with the City of Dublin to maintain a beautiful, safe, and welcoming community for your citizens.

Led by Rany Chek, our principal-in-charge and our Project Manager Kellen MacPhee, Construction Manager (CM) Shu-Jon Mao, and inspectors Brian Barcelona and Tracy Steverson, and subconsultants BSK (special inspections and materials testing) are committed to provide construction management and inspection services to deliver the Iron Horse Nature Park and Open Space-Phase 1 and the Green Stormwater Infrastructure south of Amador Valley Boulevard. **You know our team and our work, and you can trust our track record of success in your City.**

Please reach out to Rany Chek at rchek@gfnet.com or (916) 755-3719 if you have any questions concerning this proposal. Rany is authorized to negotiate our contract with you. We look forward to working with you and your team on these, and future, projects.

Sincerely,

Rany Chek

Rany Chek, PE, QSD | Principal-in-Charge

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SECTION 2

A TEAM WITH EXPERIENCE YOU CAN TRUST

OUR FIRM

Since our founding in 1915, Gannett Fleming, Inc. (Gannett) has built a reputation for excellence, growing to more than 2,700 employees (including more than 500 CM/I professionals) located in more than 65 offices nationally. During our 107-year history, we have performed thousands of projects with our construction management expertise spanning all phases from planning through operations. Gannett's Construction Services Group has overseen $2.5B in construction in the last 5 years.

Gannett is recognized by the industry for our projects, performance, processes, and people. Our firm's vision is to be a driving force in improving our communities and sustaining our world. This pairs with our mission statement, which is to amaze our clients with our quality, innovation, responsiveness, and become their trusted advisor; promote a cooperative work environment; and provide a fair return on investment.

OUR TEAM

Gannett intentionally selected a group of professionals who have worked together on previous projects for the City of Dublin. You can rely on their experience, knowledge of your staff and facilities, and ability to act as a cohesive unit to deliver your projects on time.

We included BSK Associates as a subconsultant to provide materials testing/special inspection services for these projects. BSK has worked with the City for over 19 years, and is familiar with your staff, your facilities, and these projects.

The table below introduces our key staff, their roles, and relevant experience. Brief resumes for each member are provided in the appendix. Our project references are presented in a table on page 4.

PROJECT TEAM

STAFF	ROLE	EXPERIENCE
Rany Chek, PE, QSD/P	Principal-in-Charge	With more than 27 years of experience, Rany is an effective problem solver with finely honed management skills. His expertise with constructability review services for projects at various levels of design completion has led to considerable time and cost savings for our clients and minimized potential change orders and claims.
Kellen MacPhee, PE, QSD	Project Manager	Kellen has 16 years of experience with the construction of a wide range of capital improvement projects, and is an experienced construction manager for municipal projects. His expertise includes managing contractor submittals, schedules and budgets, and fostering open communication among all parties .
Shu-Jon Mao, PE, QSD/P	Construction Manager	Shu-Jon has 26 years of experience providing engineering and construction management services for a wide range of public works improvement projects.
Brian Barcelona	Inspector	Brian has 28 years of construction inspection services, performing quality control field inspection, safety monitoring, and contract compliance on the construction site.
Tracy Steverson	Inspector	Tracy has 21 years of experience as an inspector, quality assurance representative, and project administrator on major public works construction projects in California.
David Eckhardt (BSK)	Materials Testing	Mr. Eckhardt has over 20 years of experience in the construction industry and is multi-certified to provide concrete sampling, epoxy witness observation, proof load, torque testing, grout injection determination, and relative compaction testing by way of the sand cone and nuclear gauge methods.

OUR EXPERIENCE

The table below presents some of our experience providing professional services for the City of Dublin and other local municipalities. We look forward to continue delivering success to your

PROJECT REFERENCES

PROJECT	STAFF	CITY OF DUBLIN EXPERIENCE
Schaefer Ranch Subdivision Park, Phases 1 and 2 	Rany Chek, Shu-Jon Mao	This 6.3-acre park features a "tot lot" for 2- to 5-year-olds, an apparatus play area for 5- to 13-year-olds, a covered picnic structure with eight tables, a tennis court, a basketball court, and a pair of game tables for checkers or chess. A unique "pocket park," featuring horseshoe pits and additional picnic tables, is located just across the street. Our team provided construction management and inspection services. **Contact:** Former City of Dublin Public Works Dir. Garay Huisingh, ghuisingh@alamedactc.org 510-208-7400
Citywide Pavement Slurry Seal	Rany Chek, Kellen MacPhee	Annual city pavement rehabilitation project, which included full depth grind, wedge grinding, repaving, loop installation and striping at various locations in the City. The project required extensive public outreach and traffic control, which were managed to the City's satisfaction. **Contact:** Former City of Dublin Civil Engineer Ananthan Kanagasundaram ananthank@pleasanthillca.org 925-671-5261
Livermore Village Parking Garage 	Rany Chek, Kellen MacPhee, Tracy Steverson, Brian Barcelona	A new, multi-story parking garage constructed in the existing Livermore Village downtown area, leaving adjacent infrastructure intact. **Contact:** City of Livermore Joel Waxdeck, City Engineer, jhwaxdeck@livermoreca.gov 925-960-4521

SECTION 3

A COMMON SENSE APPROACH

The Gannett team understands the City's objective for the two proposed projects. The first project will construct a new linear park and improve the open area along the Iron Horse Trail north of Amador Valley Blvd on land recently acquired by the City from the Union Pacific Railroad. The scope of work of CIP No. PK0422 Iron Horse Nature Park and Open Space – Phase 1 consists of the removal and mitigation of hazardous materials, including the remains of the existing railroad bridge onsite and the construction of a new 2000' linear path and park extending north from Amador Valley Blvd, with many park amenities and connections to both the Iron Horse Trail and Stagecoach Park. The project will also include drainage upgrade, and planting and irrigation modification to the existing Stagecoach Park and on site wetland mitigation.

The second project will improve water quality of the storm drain discharge from portions of Amador Valley Blvd and the Heritage Commons neighborhood to the east as part of the City's ACTC Greenwater Program. This project is located south of Amador Valley Blvd, with work consisting of a new culvert tying into the downstream storm drain system to the neighborhood located on the east side of the project, construction of a new linear pretreatment swale and bioretention basin before tying into existing systems for ultimate discharge into the South San Ramon Creek.

Gannett will provide the necessary construction management services, acting as a project liaison providing effective communication and coordination between the client (PM), the engineer-of-record, and the contractor team. Our team will provide inspection, environmental support, and materials testing to verify the projects are constructed per the plans and specifications.

PRE-CONSTRUCTION SERVICES

Shu-Jon Mao, our resident engineer, will coordinate with the City and the design team to review and provide recommendations on the contract documents, provide specific recommendations on constructability issues, help with the advertisement of the bid documents, and provide support throughout the entire bid process through the award, including receiving bidder's questions, issuing of bid addendums and analysis of the bid.

CONSTRUCTION SERVICES

Our team has extensive experience providing project management for municipalities, having delivered various capital improvement projects from inception through construction and close out, including for the City of Dublin. We will lead the coordination effort for the contractor and

stakholders. Shu-Jon will monitor, schedule, budget, and coordinate all required testing services, verifying compliance in the SMART system.

He will review, track, and assist the City in to prepare responses to contractor RFIs and make recommendations on any proposed contract change.

In the field Brian Barcelona will provide daily onsite inspection of all work and document all conditions with daily reports and photographs for labor, equipment, materials, public safety, and access. Brian will carefully document any quality issues he observes.

The team will verify the project meets the plans and specifications and any required building permits. Kellen will provide monthly updates on the job status, job safety and public safety.

POST-CONSTRUCTION SERVICES

During this phase the team will perform final inspection and produce all closeout document to the City and other stakeholders. We will provide marked up drawing to the designer, resolve all outstanding issues and claims to prepare and make the final payment to the contractor. Rany and Kellen will help in the preparation of any and all documents required for the grant funds and, finally, turn over all construction documents to the City.

PROJECT CHALLENGES

Due to our familiarity with your facilities and similar projects we were able to identify four challenges that must be overcome. the table onthe following page presents these challenges, our solutions, and their benefit to the City.



PROJECT CHALLENGES

CHALLENGE	SOLUTION	BENEFIT TO THE CITY
Accelerated Construction Timeline. The City received grant funds for the construction phase of the project from the California State Department of Parks and Recreation, the funds stipulate that all construction activities need to be completed by December of 2023.	Having an experienced Construction Manager (CM) with years of successful projects, including in the City of Dublin, can streamline the constructability review, bidding process, and all construction activities.	We will partner with the contractor and stakeholders to achieve a quality, successful project, with minimal disruptions to the public with an eye on the schedule.
Proximity to Residential Neighborhoods and Trails The project area is surrounded by residential neighborhoods, flanked to the east by the Iron Horse Trail and across the creek from Dublin High School.	During the preconstruction stage, we will review all construction documents, and verify proper restrictions for noise, dust, and working hours are included. We will also actively engage in public outreach so the neighbors are informed of activities, address their concerns, and maintain a visible presence on-site.	Proactively reaching out to the residents will allow them to prepare for the construction activities and raise concerns before they become larger issues. Additionally, timely responses to concerns and on-site visibility will allow the team to quickly address all concerns and prevent issues from elevating.
Limited Work Access/ Zone and Potential Impact to Amador Blvd/ School Traffic The sole vehicular access to the project site is located off Amador Valley Blvd. This road is a major road in the area and a main route to three nearby schools.	In the pre-construction phase, we will verify restrictions are written into the contract to limit delivery and access times from Amador. This would reduce construction traffic at the critical morning and afternoon school surges and reduce interaction between the public (pedestrian and vehicular) and construction.	Reducing the possible interaction between the public and construction activities is critical to reducing risk and improving public relations. Providing clear restrictions in the contract documents will have a zero to negligible impact on the project's total cost and allow the contract to bid on the project accordingly.
Hazardous Waste Removal Removal of the Southern Pacific Railroad timber bridge, contaminated soils, and abandon pole	The CM team will work with the designer to identify the limits of all affected areas. Verify the contract language is specific enough to facilitate a proper bid, while inclusive enough to not exclude unexpected pockets. Unforeseen hazardous waste discoveries are extremely costly and add to lengthy and expensive schedule impacts.	Performing a site survey and clearly identifying the affected materials and types of contaminates allows for competitive bids from multiple contractors. This reduces the overall costs and risks to the project.

SECTION 4

PROJECT BUDGET, SCHEDULE, CONSULTING AGREEMENT

PROPOSED PROJECT BUDGET

Our proposed project budget is **$453,027.89.** A detailed breakdown, including rates, is presented on pages 9 and 10.

PROJECT SCHEDULE

A preliminary project schedule that meets the City's time constraints is included on page 10.

STANDARD CONSULTING AGREEMENT

Gannett Fleming has no comments or changes to the City's Standard Consulting Agreement and Insurance Requirements.

GANNETT FLEMING
City of Dublin

Project No. 1: CIP No. PK0422 Iron Horse Nature Park and Open Space – Phase 1 Project No. 2: CIP No. ST0121 Green Stormwater Infrastructure, South of Amador Valley Boulevard

Date: April 10, 2023

Project Schedule	2023								2024		
	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Calendar days	31	30	31	31	30	31	30	30	31	29	31
Work days	21	20	19	22	20	20	18	20	20	19	21

Estimated NTP (CM Services): May 16, 2023
Estimated Completion: February 28, 2024

Hours/Month

Project 1 CIP No. PK0422 - 2023 - Task 1: Pre-Const.	40	80									
Project 1 CIP No. PK0422 - 2023 - Task 2: Construction			192	176	160	160	144	120			
Project 1 CIP No. PK0422 - 2024 - Task 3: Post- Const.									30	20	
Project 2 CIP No. ST0121 - 2023 - Task 1: Pre-Const			40								
Project 2 CIP No. ST0121 - 2023 - Task 2: Construction				176	160	160	144	80			
Project 2 CIP No. ST0121 - 2024 - Task 3: Post-Const									30	0	

Total Hours: 1,912

Project 1 CIP No. PK0422 - 2023 - Task 1: Pre-Const.

Position	Name	Loaded	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Hours	Totals
Project/Contract Manager	Kellen MacPhee, PE	$ 256.14												0	$ -
Constructability Review Engineer	Shu-Jon Mao, PE	$ 322.73	40											40	$ 12,909.20
Resident Engineer	Shu-Jon Mao, PE	$ 322.73		80										80	$ 25,818.41
													SUBTOTALS:	120	$ 38,727.61

Project 1 CIP No. PK0422 - 2023 - Task 2: Construction

Position	Name	Loaded	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Hours	Totals
Project/Contract Manager	Kellen MacPhee, PE	$ 256.14												0	$ -
Resident Engineer	Shu-Jon Mao, PE	$ 322.73			112	88	80	80	72	60				492	$ 158,783.21
Senior Construction Inspector	Brian Barcelona	$ 192.10			80	88	80	80	72	60				460	$ 88,366.58
Subconsultant															
Materials Testing (Estimated Total Only)	BSK & Associates	T&M												0	$ 20,000.00
													SUBTOTALS:	952	$ 267,149.78

Project 1 CIP No. PK0422 - 2024 - Task 3: Post- Const.

Position	Name	Loaded	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Hours	Totals
Project/Contract Manager	Kellen MacPhee, PE	$ 263.82												0	$ -
Resident Engineer	Shu-Jon Mao, PE	$ 332.41									20	20		40	$ 13,296.48
Senior Construction Inspector	Brian Barcelona	$ 197.86									10	0		10	$ 1,978.64
Subconsultant															
Materials Testing (Estimated Total Only)	BSK & Associates	T&M												0	$ 3,000.00
													SUBTOTALS:	50	$ 18,275.12

Project 2 CIP No. ST0121 - 2023 - Task 1: Pre-Const

Position	Name	Loaded	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Hours	Totals
Project/Contract Manager	Kellen MacPhee, PE	$ 256.14												0	$ -
Constructability Review Engineer	Shu-Jon Mao, PE	$ 322.73			40									40	$ 12,909.20
Resident Engineer	Shu-Jon Mao, PE	$ 322.73												0	$ -
													SUBTOTALS:	40	$ 12,909.20

Project 2 CIP No. ST0121 - 2023 - Task 2: Construction

Position	Name	Loaded	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Hours	Totals
Project/Contract Manager	Kellen MacPhee, PE	$ 256.14												0	$ -
Resident Engineer	Shu-Jon Mao, PE	$ 322.73				88	80	80	72	40				360	$ 116,182.84
Senior Construction Inspector	Brian Barcelona	$ 192.10				88	80	80	72	40				360	$ 69,156.45

GANNETT FLEMING
City of Dublin

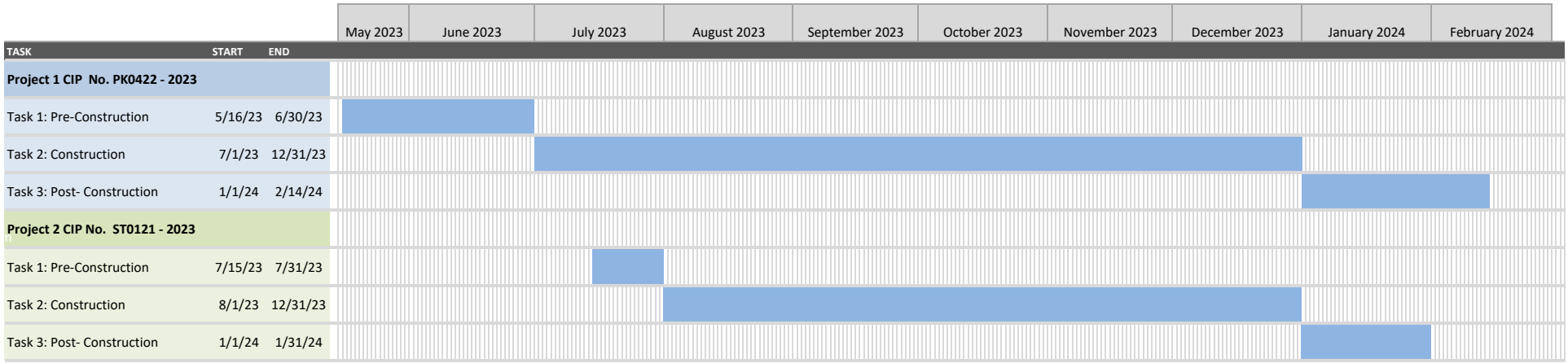
Project No. 1: CIP No. PK0422 Iron Horse Nature Park and Open Space – Phase 1 Project No. 2: CIP No. ST0121 Green Stormwater Infrastructure, South of Amador Valley Boulevard

Date: April 10, 2023

Subconsultant															
Materials Testing (Estimated Total Only)	BSK & Associates	T&M												0	$ 12,000.00
													SUBTOTALS:	**720**	**$ 197,339.29**
Project 2 CIP No. ST0121 - 2024 - Task 3: Post-Const															
Position	**Name**	**Loaded**	**May**	**June**	**July**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**Hours**	**Totals**
Project/Contract Manager	0	$ 263.82												0	$ -
Resident Engineer	0	$ 332.41									20			20	$ 6,648.24
Senior Construction Inspector	0	$ 197.86									10			10	$ 1,978.64
Subconsultant															
Materials Testing (Estimated Total Only)	BSK & Associates	T&M												0	$ -
													SUBTOTAL :	**30**	**$ 8,626.88**
Estimated Contract Total:															**$ 543,027.89**

City of Dublin

Project No. 1 - CIP No. PK0422 Iron Horse Nature Park and Open Space – Phase 1
Project No. 2 - CIP No. ST0121 Green Stormwater Infrastructure, South of Amador Valley Boulevard



APPENDIX

RANY CHEK, PE, QSD/P

Principal in Charge

YEARS OF EXPERIENCE:

27

EDUCATION:

BS, Civil Engineering, California State University, San Jose, 1993

REGISTRATIONS:

Professional Engineer, California, No. C58855
Qualified SWPPP Developer/Practitioner (QSD/P), No. 01283
Caltrain, Roadway Worker Protection (RWP), No. 001705
BART, Roadway Worker Protection (RWP)

With more than 27 years of experience, Mr. Chek is the veteran Program/ Project and Construction manager — an effective problem solver with finely honed management skills. He is responsible for overall project coordination, budget control, and making sure our project teams provide the highest quality construction management services. Mr. Chek has successfully managed the construction of a wide range of heavy civil and transportation improvements projects, including rail transit facilities, bridges, highways and roadways, sound and retaining walls, drainage systems, and other appurtenant structures and facilities. His expertise with constructability review services for projects at various levels of design completion has led to considerable time and cost savings for our clients and minimized potential change orders and claims.

City of Dublin, 2015 Street Overlay – Dublin, CA Principal-in-Charge. Mr. Chek served as principal-in-charge for the $2 million annual city pavement rehabilitation project, which included full depth grind, wedge grinding, repaving, loop installation and striping at various locations in the City. The project required extensive public outreach and traffic control, which were managed to the City's satisfaction.

City of Dublin, Dublin Boulevard/Dougherty Road Widening – Dublin, CA Resident Engineer. Mr. Chek served as resident engineer for the $8 million construction of the high-profile, three-phased roadway widening and intersection improvements. Work included roadway widening; construction of new traffic lanes; construction of concrete curbs, gutters, sidewalks and raised median islands; installation of dual street lighting on both streets; landscaping; pavement rehabilitation; and striping and traffic signal modifications. Responsible for reviewing safety compliance, CPM schedules, and contractor progress payments; participating in informal partnering; negotiating contract change orders and notices of potential claims; managing project documentation; chairing weekly **progress meetings; preparing** monthly

project reports; drafting final reports for invoicing; and monitoring and coordinating project closeout activities.

Town of Corte Madera, On-Call Inspection Services – Corte Madera, CA-Principal-in-Charge. Mr. Chek serves as principal-in-charge for the contract, which involves the inspection of sanitary sewer, onsite storm water management and storm drain facilities, joint trench, site retaining walls, final paving; and ongoing review of erosion and sediment control measures consistent with NPDES and MCSTOPPP requirements. Responsible for providing staff oversight, contract administration, cost management, and quality assurance services.

Town of Tiburon Private Development Projects, – Tiburon, CA-Principal-in-Charge. Mr. Chek serves as principal-in-charge for the contract, which involves the review of erosion and sediment control plans consistent with NPDES and MCSTOPPP requirements for various private development projects. Additional work includes site inspections to ensure plan implementation and compliance. Responsible for providing staff oversight, contract administration, cost management, and quality assurance services.

City of Larkspur On-Call Construction Support Services for CIP Projects, – Larkspur, CA-Principal-in-Charge. Mr. Chek serves as principal-in-charge for several capital improvement projects, including the Rose Garden, which was one of three commercial subareas designated by the City for urban renewal. Formerly known as the Niven Nursery Site, the 16.8-acre Rose Garden development included 85 residential units; a 2.43-acre community facility site with library; and multi-use paths and landscaped areas. Due to environmental constraints, site work was limited to a 4-month window and construction was completed over three seasons. Work also included roadway widening, street lighting, and water main and utility relocation.

Town of San Anselmo On-Call Encroachment Permit Inspection Services – San Anselmo, CA-Principal-in-Charge. Mr. Chek serves as principal-in-charge for the inspection of projects under a Town Encroachment Permit. Work involves the review of traffic control devices and restoration of public facilities such as roadways and sidewalks. Responsible for providing staff oversight, contract administration, cost management, and quality assurance services.

County of Monterey, Castroville Bicycle/ Pedestrian Path and Railroad Crossing – Castroville, CA-Principal-in-Charge. Mr. Chek served as the principal-in-charge for the $6.8 million project, which involved the construction of multiple components, including (1) a new Class 1 bicycle and pedestrian path; (2) a new 1,170-foot-long, three-frame, 11-span, 12-foot-wide CIP PS box girder grade separation over UPRR tracks; (3) a 2,400-foot-long paved path; and (4) new pedestrian crosswalks. The new bridge connects two neighborhoods separated by UPRR tracks; provides a much-needed safe route to school for students in Castroville; and links various portions of the existing multi-modal transportation infrastructure in the greater area, improving access for all bicyclists and pedestrians from the Monterey Peninsula, Salinas, Watsonville, to Santa Cruz County.

KELLEN MACPHEE, PE, QSD/P

Project Manager

YEARS OF EXPERIENCE:

16

EDUCATION:

BS,Construction Engineering, University of New Mexico

REGISTRATIONS:

Professional Engineer, California, No. 80777
Qualified SWPPP Developer(QSD)

Mr. MacPhee has 16 years of experience with the construction of a wide range of capital improvement projects, including bridges and highways designed and constructed to Caltrans' standards and rail transit facilities. Mr. MacPhee is well-versed in the construction practices of Caltrans and has a good working knowledge of the agency's Standard Plans, Standard Specifications, and Manuals. He is certified as a competent person for trenching and excavation. Mr. MacPhee is also experienced working in rail transit operating environments with heightened safety procedures and is familiar with the Bay Area Rapid Transit (BART) District's standards and procedures. Mr. MacPhee is experienced in reviewing structures submittals, including falsework, concrete, joint seals, cast-in-drilled hole (CIDH), and abutment, column, and falsework grades. He has a strong working knowledge of applicable federal, state, and local regulations governing the construction of subsurface facilities, including Cal/OSHA. Mr. MacPhee is proficient in the use of AutoCad Civil 3D.

City of Dublin, 2019 Slurry Seal – Dublin, CA (Resident Engineer/ Construction Inspector-Mr. MacPhee served as resident engineer and construction inspector for the $1.6 million roadway improvements over 65+ residential roads. Work included asphalt surface repairs, application of slurry seal, pavement failure repair, crack sealing, striping, and installation of traffic signal loops. Responsible for inspecting all phases of the project, including layout of the pavement repairs, installation of traffic signal loops, and placement of asphalt pavement and slurry application; inspecting traffic control measures; and verifying all quantities.

City of Dublin, Ramon Road Overlay – San Ramon, CA (Assistant Resident Engineer/Construction Inspector-Mr. MacPhee served as assistant resident engineer/construction inspector for the $3.8 million roadway improvements. Work involved grinding the existing surface; placement of a rubberized asphalt overlay along 1.5 miles of San Ramon Road from Alcosta Boulevard to the

I-580 interchange; placement of hot mix asphalt overlay on 0.25 mile on Amador Boulevard and 0.3 mile of Dublin Boulevard; realignment and repaving of the multi-use bike path fronting San Ramon Road from 1.25 miles from Dublin Boulevard to Alcosta Boulevard; base repairs; construction of ADA-compliant curb ramps; and construction of curbs, gutters, and sidewalks. Responsible for inspecting all phases of the project, including construction of the ADA ramps, layout of the base repairs, installation of traffic signal loops and camera systems, and placement of asphalt; inspecting traffic control measures; and verifying all quantities.

County of Contra Costa, Camino Tassajara Shoulder Widening – San Ramon, CA-Resident Engineer-Mr. MacPhee served as resident engineer for the $27 million federally funded project, which was administered in accordance with the Caltrans LAPM. Work involved shoulder widening; construction of two Class II bike paths along both sides of a 2,100-foot-long segment of Camino Tassajara west of San Ramon; widening of existing travel lanes; construction of new paved shoulders; installation of roadway signing and striping for the Class II bike lanes; relocation of roadside obstacles; modifications to the drainage system; installation of flashing curve advisory beacons on both approaches to the s-curve; regrading of the existing hillside on the east side of the roadway to accommodate the widening; and conforming eight existing driveways. The project provided drivers with a consistent roadway section and a wider recovery zone on both approaches and through an s-curve.

City of Oakland, I-880/High Street Sewer and Drainage System Improvements – Oakland, CA (Project Engineer/Superintendent-Mr. MacPhee served as project engineer/superintendent for the $2 million infrastructure improvements, which replaced several sewer lines within the Caltrans right-of-way. Responsible for conducting safety and toolbox meetings; preparing the construction narrative; and preparing the as-built drawings for the entire sewer line; facilitating construction and mitigating unknown utilities and design conflicts; developing design change details and solutions in response to design conflicts for approval by the engineer of record; developing excellent working relationships with the utilities representatives and vendors to expedite the resolution of utility issues; preparing correspondence; maintaining project documents; and creating RFIs and submittals.

City of Madera, State Route 99/Fourth Street Bridge Widening – Madera, CA (Bridge Resident Engineer/Structures Representative- Mr. MacPhee served as the bridge resident engineer/ structures representative for the $5.5 million widening of the existing 200-foot-long, two-span bridge over State Route 99. Work involved the rehabilitation of the bridge deck with polyester concrete and construction of a 411-foot long, 12-foot-high Type 1 retaining wall. Responsible for oversight and management of project staff and the project schedule (CMP); coordinating material inspection and source inspection subcontractors; managing the contract budget; preparing contract change orders; reviewing and accepting materials and source inspection results; preparing monthly pay estimates; preparing project correspondence; and coordinating with the contractor and Caltrans Oversight staff.

SHU-JON MAO, PE, QSD/P

Resident Engineer

YEARS OF EXPERIENCE:

26

EDUCATION:

B.S., Civil Engineering, University of California, Berkeley

REGISTRATIONS:

Professional Engineer, California, No. C66634
Qualified SWPPP Developer/ Practitioner(QSD/P)

Shu-Jon Mao has 26 years of experience providing engineering and construction management services for a wide range of public works improvements, including private development, transportation (bridges, highways and roadways) rail transit, and water-related projects. He has in-depth knowledge of Caltrans Standard Plans, Standard Specifications, and manuals; bridge and roadway construction, asphalt concrete paving, utility and electrical work, landscaping, and contract administration in accordance with the Caltrans Construction Manual and Local Assistance Procedures Manual. Mr. Mao also has extensive experience working within rail transit live operating environments.

City of Dublin, Schaefer Ranch Subdivision Park, Phases 1 and II – Dublin, CA (Resident Engineer-Mr. Mao served as resident engineer for the $5 million construction of a new park facility for the Schaefer Ranch subdivision. Work included construction of new embankments for the area; and the reconstruction of restrooms, facilities, a playground structure, a picnic area, landscape and irrigation, lighting, utilities, storm drain systems, concrete sidewalks, and fencing. Responsible for contract administration, cost control, public relations, safety, and coordinating with multiple stakeholders, including the City of Dublin's Parks Department.

City of Dublin, Golden Gate Drive Streetscape – Dublin, CA (Construction Manager-Mr. Mao served as construction manager for the $1.3 million streetscape project, which involved improvements to pedestrian, bicycle, and vehicle experiences near the West Dublin BART Station. Work involved the construction of wider sidewalks; construction of new green-shaded bicycle lanes; placement of hot mix asphalt overlay; installation of new streetlights; planting of trees in sidewalks; placement of sidewalk brick pavers; median landscaping; construction of a new roundabout; and construction of textured asphalt crosswalks and concrete bulb outs. Responsible for administering the contract in accordance with the LAPM, quality assurance, cost control,

certifying materials, claims avoidance, public relations, change orders, and safety. Project Award: 2012 Project of the Year, APWA, Northern California Chapter.

City of Larkspur, Doherty Drive Bridge Replacement – Larkspur, CA (Project Manager/ Structures Representative-Mr. Mao served as resident engineer/structures representative for the $2.2 million replacement of the structurally deficient Doherty Drive Bridge over Larkspur Creek. Built in 1965, the Doherty Drive Bridge is located on the busy corridor connecting Highway 101 to the main street of Larkspur. The corrosive effect of salt in Larkspur Creek caused the bridge to deteriorate. The new bridge is a single span, precast prestressed box girder bridge on seat abutments supported on CIDH piles and with an asphalt concrete wearing surface. Removal of the existing two-span conventionally reinforced bridge included deck, rail, and bent piles to 3 feet below the creek bed. Because the project was subject to tidal flows and was constructed without dewatering, extensive planning, stringent water pollution control measures, and extensive forward planning were required. Stage construction was implemented to maintain traffic through the project site at all times. The project also included the widening of roadways, installation of new streetlights, and relocation of water main and utilities. Extensive public relations and community outreach was required due to the close proximity of three schools and a community park.

City of Orinda, 2012-2013 Pavement Rehabilitation – Orinda, CA (Senior Project Manager- Mr. Mao served as senior project manager for the $1.5 million roadway improvements along multiple streets throughout the City, including Miner Road (Tiger Tail Court to Sycamore Road), Orinda Way (Irwin Way south towards City Hall), Rheem Boulevard (Hall Drive to Zander Drive), Vista Del Orinda (El Toyonal to Las Piedras), Overhill Road (Tara Road to Glorietta), Camino Sobrante (Orinda Way to El Ribero), and Valley View (Richard Court to Don Gabriel). Project improvements included pavement dig-outs and plugs, pavement and conform grinding, utility adjustments, in-place recycling of asphalt paving, placement of pavement overlay, and pavement delineation.

City of Union City, Line M Box Culvert – Union City, CA-Resident Engineer. Mr. Mao served as resident engineer for the $1.3 million phased removal and replacement of 490 linear feet of concrete-lined open channel with a 10-foot-by-12-foot cast-in-place concrete single box culvert that transitions into a double box culvert. Work also included the construction of a cofferdam and drop inlets; installation of pump, discharge pipes, and manholes; and excavation, compaction, and backfilling with non-expansive soils. Project issues included working in a regulated waterway with “work windows” and the potential for contaminated soils due to work on a former industrial site. Responsible for contract administration and field inspection, verifying that the contractor built the project in accordance with Caltrans standards, calculating quantities for progress payments, monitoring the schedule and budget, managing change orders and submittals, mitigating claims, managing submittals and RFIs, coordinating materials testing and surveying, conducting and attending meetings, preparing reports, coordinating among all affected parties, and enforcing SWPPP and safety requirements. assurance services.

BRIAN BARCELONA
Inspector

YEARS OF EXPERIENCE:
28

Brian offers over 28 years of construction inspection services, including contractor correspondence, resident engineer, and employee-in-charge (EIC) staff on daily construction safety, schedules, and ensuring work is performed based on the approved Site-Specific Work Plans (SSWPs) and contract plans. Brian is an accomplished inspector with almost three decades of outstanding performance in the construction management/ inspection industry. With his experience in the construction industry, he utilizes his knowledge when performing quality control field inspection, safety monitoring, and contract compliance on the construction site.

BART, Transbay Tube Internal Retrofit Project, San Francisco Bay Area, CA. As Field Engineer/Inspector for the BART Transbay Tube Internal Retrofit Project, Brian performed quality control field inspection, safety monitoring, and played vital role in ensuring material conformance to the plans and specifications on his projects. He was the first on the front line with the general contractors at the lower and upper galleries during the non-revenue shifts. At the end of every shift, Brian submitted his inspection daily reports and reports out to the Resident Engineer on the construction status.

Sacramento Regional County Sanitation District (Regional Sanitation), EchoWater Project – Biological Nutrient Removal (BNR) Treatment Plant, Elk Grove, CA. Brian served as Field Engineer/Inspector for the Biological Nutrient Removal (BNR) Secondary Treatment Facility and the Tertiary Treatment Facility (TTF) as part of the EchoWater project. The BNR Project includes the following: a new primary effluent pump station with an odor control facility; a BNR facility including eight BNR aeration basins; mixed liquor channel, pipe galleries, and an electrical building; a flow splitting structure that distributes mixed liquor to three existing secondary sedimentation tank batteries; blower building and area control center that includes a new blower building to provide air to the BNR basins; and a new control center, SCADA system. Brian's responsibilities included performing quality control

field inspection on one of the largest public works projects in Sacramento's history. The BNR treatment plant will be using the BNR process to eliminate nearly all ammonia and most nitrates from the treated water.

Willow Glen (WG) Construction, Commercial Tenant Improvement Projects, Bay Area, CA.
As Superintendent, Brian worked on multiple commercial tenant improvement (TI) projects throughout the Bay Area. The firm held contracts for commercial buildings including retail, offices, warehouses, and other spaces that sought better aesthetics, energy efficiency or to create a more comfortable working environment. Brian's duties included scheduling work, receiving proposals from subcontractors, reviewing material submittals, site safety, and ensuring that construction was moving forward per contract specifications. Brian worked closely with the clients, kept on schedule and within budget, and worked with the construction team to deliver timely and quality work.

TRACY STEVERSON

Inspector

YEARS OF EXPERIENCE:

21

Tracy has 21 years of experience as an inspector, quality assurance representative, and project administrator on major public works construction projects in California. She has worked on projects including earthquake safety, bridges, and structures. She has supported CBOSS PTC construction projects and was responsible for assuring that all work was constructed according to specifications; submitted daily reports, provided visual inspections, assisted with cost control, and monitored safety.

Airport Perimeter Dike Improvements, Phase I - Port of Oakland, CA. Tracy served as Construction Inspector for this $15 million dollar project that involves critical perimeter dike improvements to protect the Oakland Airport's South Field facilities from flood waters, meet FEMA's structural levee standards, and maintain continuous Airport operations during severe storms and major earthquakes. The project involves oordination of multiple work elements within a limited width, raising the dike crest at varying heights, raising the dike and rip-rap structure by 2 feet, controlling seepage, construction of a slurry wall, improvements to the in-board slope of the dike, installation of soil-cement shear panels through the dike fill about 2 feet into underlying Merritt/Posey Sand, and the installation of replacement stone columns. Since active fuel lines are situated within the dike, safety is a critical aspect of the project. Tracy provided site oversight; project inspection and contract compliance; interfacing with the Port Representatives; preparing inspector daily reports; and assisting the Resident Engineer with monthly progress payments. She also was responsible for start/end of shift contact with Airport Operations to gain and call off access to sensitive areas.

Hayward Maintenance Project, Bay Area Rapid Transit District (BART) - Hayward, CA. Tracy served as Construction Inspector on the Civil Site work, Trackwork and Systems portion of the $200-million new Hayward Maintenance Complex (HMC) Project. The project included demolition, grading, asphalt concrete paving, fencing and lighting; trackwork and special trackwork,

including a new crossover and turnout; sound walls and retaining walls; utilities, including the jack and bore of an 8-inch-diameter waterline under the BART tracks; electrical and traction power work; and train control system work. The crossover and turnout track work required revenue service shutdowns over the course of three weekends. Responsible for inspecting the civil site work, trackwork, and systems portion of the project.

Peninsula Corridor Joint Powers Board (Caltrain), 25th Avenue Grade Separation – San Mateo, CA. Construction Inspector for the replacement of existing at-grade crossing with a two-track elevated grade separation, and relocation of the Hillsdale Caltrain Station northward. Project involves construction of 1 mile of new railroad grade separation by partially raising the rails in a lightweight-cellular-concrete (LCC) filled MSE wall; partially epressing the existing road; and constructing two new road connections. Grade crossings require installation of two new concrete precast bridges and a steel bridge. Project also involves construction of a new elevated, center-board, Caltrain station and a two-cell ast-in-place pedestrian viaduct, grading and drainage improvements, and punch list coordination.

Oakland International Airport Connector, Bay Area Rapid Transit, Oakland, CA. Tracy was Construction Inspector on this $141 million design-build project in which she provided substructure and station construction for the Oakland Airport Connector. The project consisted of 118 piers for the elevated guideway, 36 at-grade beams, three concrete structure stations, a 200-footlong tunnel, and a 190-foot-long by 2-inch-wide span inverted beam bridge. Tracy was also responsible for performing QA inspections; verifying field work; reviewing as-built drawings; and coordinating site assessment and remediation, safety oversight, and preparation of the punch list.

Earthquake Safety Program/Yard Shops Retrofit Project, Bay Area Rapid Transit, Various Locations, CA. Tracy served as Construction inspector on the $17 million Yard Shops Retro-fit Project which included various yard shops and miscellaneous structures. Performed QA Inspections, field work verification, and as-built review. Site assessment and remediation, safety oversight, and punch list coordination.

David Eckhardt – Senior Engineering Technician

Professional Background:

Mr. Eckhardt has over 20 years of experience in the construction industry. He has performed field inspections and laboratory testing in accordance with ICC (International Code Council), ASTM (American Society for Testing and Materials), ACI (American Concrete Institute) and the California Department of Transportation Test Methods (CTM). Mr. Eckhardt is multi-certified and qualified to provide concrete sampling, epoxy witness observation, proof load, torque testing, grout injection determination, and relative compaction testing by way of the sand cone and nuclear gauge methods.

Relevant Experience:

City of Dublin, Don Biddle Community Park, Dublin, CA – Mr. Eckhardt served as one of the lead engineering technicians during construction on this 30-acre park that features tennis courts, basketball courts, two playgrounds, a community garden/orchard, a garden shed, an expansive lawn area, shade structures, outdoor classroom, and towering veterans art sculptures. BSK provided geotechnical observations, materials testing, and special inspection services.

Dublin San Ramon Services District, Camp Parks Water Main, Dublin, CA – Mr. Eckhardt served as the lead materials testing inspector as part of the construction management team providing soil sampling, compaction testing for trench backfill, and hot-mix-asphalt sampling and testing. The project installed approximately 4,643 feet of 8-inch and 12-inch PVC pipeline, valves and appurtenances to replace failing existing pipelines serving the potable water distribution system within Camp Parks Reserve Forces Base located in Dublin, CA.

Pleasanton Unified School District, Various Campuses, Pleasanton, CA – Mr. Eckhardt serves as one of the lead engineering technicians for on-going campus modernization projects at Foothill High School, Thomas Hart Middle School, and Lydiksen Elementary School during construction. BSK is providing geotechnical observations, materials testing, and special inspection services to the District.

Napa Sanitation District, Los Carneros Pipeline Project, Napa, CA – Mr. Eckhardt served as special inspector to the Resident Engineer for this $20 million project. The pipeline installed nine miles of recycled water pipe through the south Napa County grape-growing region. BSK provided continuous soils observation and compaction testing of subgrade, aggregate base, and hot mix asphalt pavement, as well as sampling and testing of concrete.

Delta Diablo, Flood Protection, Diversion and Pump Stations Facilities Repairs, Antioch and Pittsburg, CA – Working under the direction of the project's Construction Manager, Mr. Eckhardt performed concrete placement observation and sampling, compaction testing, and provided recommendations for earthwork. The project included improvements at three pump station and diversion facilities, as well as addressed flood protection.

Qualifications

Registrations / Certificates:

ICC Soils

Caltrans 125, 231, 375

CPN Nuclear Gauge Operator

Education:

B.S., Earth Sciences, U.C. Santa Cruz, 2002

A.S. Computer Science, Cabrillo College, 2000

Experience:

BSK Associates-2013 to Current

Fugro Consultants-2011 to 2013

Genesis Engineering & Redevelopment-2009 to 2011

Pacific Crest Engineering-2000 to 2005

Anchor Construction-1987 to 1992

Agenda Item 4.17

DUBLIN
CALIFORNIA

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Approving the Purchase of Replacement Equipment for the Trusted System for the City's Records
Prepared by: Marsha Moore, MMC, City Clerk

EXECUTIVE SUMMARY:

The City Council will consider approving the purchase of a replacement Assureon and new Compliant Cloud Archive Assureon from ECS Imaging, Inc. The Assureon products create the City's "trusted system" used to digitize and store records electronically. The "trusted system" prevents deletion or changes to records and allows the City to destroy paper versions.

STAFF RECOMMENDATION:

Adopt the **Resolution** Approving the Purchase of a Replacement Assureon Server and Cloud Archive Assureon.

FINANCIAL IMPACT:

Funds are included in the Internal Service – Equipment Replacement Fund and in the Information Technology Fund.

DESCRIPTION:

In May 2018, the City purchased an Assureon Write-Once-Read-Many (WORM) device to work in conjunction with Laserfiche, the City's records repository. This device allows the destruction of original paper records, per State codes and specifications, as long as the records are scanned into Laserfiche and stored on the WORM device.

The current Assureon WORM device has reached the end of its service life and needs replacement. In addition, based on the recommendation from ECS Imaging, Inc., Staff proposes adding a duplication of this device in a cloud environment. The Assureon WORM device and Compliant Cloud Archive Assureon will be purchased through ECS Imaging, Inc.

Sections 2.36.050(A) and (B) of the Dublin Municipal Code allow for exceptions to the typical public bidding process when a purchase involves goods of a technical nature, where it would be difficult for a vendor to bid on a standard set of specifications, provided that the City Council shall award purchases in excess of $45,000. ECS Imaging, Inc. is the City's authorized Laserfiche reseller and support firm and is solely authorized to implement solutions that integrate with the City's Laserfiche system.

The cost of replacing the Assureon WORM device is $39,574.00, the cost of the Compliant Cloud Archive Assureon is $9,600, and sales tax $4,056.34, for a total of $53,230.34. The additional costs associated with the Assureon replacement are related to the annual maintenance costs and professional services. Resolution No. 09-21 authorized the City Manager to approve the annual maintenance costs and agreements with ECS Imaging, Inc. for professional services as long as the City continues to utilize Laserfiche.

Staff recommends the City Council delegating the City Manager authority to procure the Assureon replacement and Compliant Cloud Archive Assureon in the amount of $53,230.34, as well as authorizing the City Manager to make future purchases from ECS Imaging, Inc. in excess of $45,000, subject to available budget appropriated, as long as the City continues to utilize Laserfiche.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving the Purchase of a Replacement Assureon Server and Cloud Archive Assureon
2) Exhibit A to the Resolution – Quote from ECS Imaging

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING THE PURCHASE OF A REPLACEMENT ASSUREON SERVER AND CLOUD ARCHIVE ASSUREON

WHEREAS, the City has a Laserfiche electronic document management system for centralized electronic record storage; and

WHEREAS, the City has records in Laserfiche stored in an Assureon, a "trusted system," that prevents deletion or changes to the records, allowing the City to destroy the original paper; and

WHEREAS, ECS Imaging, Inc. is the City's authorized Laserfiche reseller and support firm, and is solely authorized to implement solutions that integrate with the City's Laserfiche system; and

WHEREAS, Sections 2.36.050(A) and (B) of the Dublin Municipal Code allow for exceptions to the typical public bidding process when a purchase involves goods of a technical nature, where it would be difficult for a vendor to bid on a standard set of specifications, provided that the City Council shall award purchases in excess of $45,000; and

WHEREAS, the Assureon is due for replacement in July 2023; and

WHEREAS, ECS Imaging, Inc. is uniquely qualified to replace the Assureon solution and implement a second duplication of the system; and

WHEREAS, the cost of the Assureon replacement and Compliant Cloud Archive Assureon as outlined in **Exhibit A** is $53,230.34, and there is sufficient budget available in the Information Technology Fund and Internal Service Fund for equipment replacement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin herby approves the purchase and authorizes the City Manager, as Purchasing Agent, to procure the replacement Assureon and Compliant Cloud Archive Assureon.

BE IT FURTHER RESOLVED that the City Manager is authorized to make future purchases from ECS Imaging, Inc. in excess of $45,000, subject to available budget appropriated, as long as the City continues to utilize Laserfiche.

{Signatures on the following page}

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

ECS IMAGING, INC.
WORLD-CLASS SOLUTION PROVIDER

877-790-1600
5905 Brockton Ave. Ste. C
Riverside, CA 92506
www.ECSImaging.com

Quote

Quotation For		Quote Info		
Name:	Marsha Moore	Date:	4/25/2022	Rev 05/25/2023
Title:	City Clerk	Quote Number:	42520221	
Company:	City of Dublin	Valid Through	6/30/2022	
Address:	100 Civic Plaza, Dublin, CA 94568	Terms:	Net 15	
Phone:	(925) 833-6650	Account Manager:	Pete H	
E-mail:	marsha.moore@dublin.ca.gov	Phone:	(925) 586-7549	
		E-mail:	pete@ecsimaging.com	

Q2 2022 V.2

Description of Product and Services

Assureon WORM Storage On Premise Solution and Restore Vault - 10 TB Cloud Based Assureon WORM Storage (Annual Cost)

Products and Services

SKU	Description	Unit Price	Quantity	Line Total
AS-HAXRP10-30	Assureon Server. Includes 1 processing node with internal storage with 30TB of available archive capacity per site in single-write mode (27TB after RAID and format), using 1 array of 5x 10TB (RAID6). Add 1 drive pack to expand this node's capacity to 60TB.	$ 39,574.00	1	$ 39,574.00
RV-CCA-A-N-001	Compliant Cloud Archive Assureon 500GB-30000GB*	$ 9,600.00	1	$ 9,600.00
	*10TB initial calculated capacity			

		Subtotal	**$ 49,174.00**

Special Terms

		Subtotal	$ 49,174.00
Tax Rate Dublin*	10.25%	**Tax**	$ 4,056.34
		Shipping	$ -
		Discount	
		Total	**$ 53,230.34**

Billing Terms

All Software and Annual Maintenance is billed 100% at project start. Services are billed 75% up front minimally with remaining Services as incurred.

Agenda Item 4.18

STAFF REPORT

CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Agency Negotiating Team (Mayor Hernandez and Councilmember Hu)

SUBJECT: Third Amendment to the City Manager's Employment Agreement

EXECUTIVE SUMMARY:

The City Council will consider approving the Third Amendment to the City Manager's Employment Agreement to change the base salary by five percent.

STAFF RECOMMENDATION:

Approve and authorize the Mayor to execute the Third Amendment to the City Manager's Employment Agreement.

FINANCIAL IMPACT:

Sufficient funding is available in the Fiscal Year 2022-23 Budget.

DESCRIPTION:

On March 7, 2023, the City Council appointed an Agency Negotiating Team, consisting of Mayor Hernandez and Councilmember Hu, to meet with the City Manager to discuss terms and conditions of employment. As a result of those discussions, the City's Agency Negotiating Team, after consulting with the City Council in closed session, is recommending that the City Council approve an amendment to the City Manager's employment agreement, to be effective May 1, 2023. The sole change is to the base salary, an increase of five percent.

Section III.A.1(a). of the Agreement will be amended to read as follows:

"(a) Effective May 1, 2023, the salary for the position of City Manager shall be $27,620 per month. Beginning July 1, 2021 and each July 1 thereafter during the Initial Term as defined in Section VI.A.1), the then-existing salary shall be increased (but not decreased) by the percentage change between February of the then-prior year and February of the then--current year in the consumer product index for urban wage earners and clerical workers in San Francisco-

Oakland-Hayward, California. Notwithstanding anything to the contrary, any automatic increase implemented pursuant to the foregoing sentence shall not be less than 0.5% nor more than 3.5%. The City agrees to reevaluate the salary after each performance evaluation following the initial performance evaluation described in Section II.D.2(a) above."

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Third Amendment to City Manager's Employment Agreement

THIRD AMENDMENT TO AGREEMENT BETWEEN CITY OF DUBLIN AND LINDA SMITH FOR EMPLOYMENT AS CITY MANAGER

This Third Amendment is made and entered into this 6th day of June, 2023 by and between the City of Dublin, California, a municipal corporation and general law (the "City"), and Linda Smith, an individual (the "City Manager").

Recitals

A. City and City Manager are parties to an Employment Agreement, dated November 5, 2019 (the "Agreement").

B. On June 1, 2021, the City Council approved an amendment to the Employment Agreement to make adjustments to the salary, management leave and deferred compensation.

C. On September 6, 2022, the City Council approved a second amendment to the Employment Agreement to extend the removal period following an election for membership on the City Council.

D. The Parties desire to amend the Agreement, effective May 1, 2023, to increase the base salary of the City Manager.

NOW, THEREFORE, in consideration of the mutual promises, conditions and covenants herein contained, the parties agree to amend the Agreement as follows:

1. Section III.A.1(a). of the Agreement is amended to read as follows:

"(a) Effective May 1, 2023, the salary for the position of City Manager shall be $27,620 per month. Beginning July 1, 2021 and each July 1 thereafter during the Initial Term (as defined in Section VI.A.1), the then-existing salary shall be increased (but not decreased) by the percentage change between February of the then-prior year and February of the then--current year in the consumer product index for urban wage earners and clerical workers in San Francisco-Oakland-Hayward, California. Notwithstanding anything to the contrary, any automatic increase implemented pursuant to the foregoing sentence shall not

be less than 0.5% nor more than 3.5%. The City agrees to reevaluate the salary after each performance evaluation following the initial performance evaluation described in Section II.D.2(a) above."

2. The foregoing amendments shall become effective on May 1, 2023.

3. Except as amended herein, the Agreement shall remain in full force and effect, as amended.

IN WITNESS WHEREOF, the parties hereto have executed this Third Amendment at Dublin, California, the day and year first above written.

City

By: _____
Mayor Melissa Hernandez

ATTEST:

_____
Marsha Moore, City Clerk

City Manager

_____
Linda Smith, City Manager

Agenda Item 4.19

DUBLIN
CALIFORNIA

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Special Designation of General Fund Reserves for Fiscal Year 2022-23
Prepared by: Lisa Hisatomi, Director of Administrative Services

EXECUTIVE SUMMARY:

The City Council will consider special designations of General Fund reserves for Fiscal Year 2022-23.

STAFF RECOMMENDATION:

Adopt the **Resolution** Authorizing a Special Designation of General Fund Reserves for Fiscal Year 2022-23.

FINANCIAL IMPACT:

Approval of special designations in the General Fund will not result in any change to total fund balance but would shift resources among reserve categories. The Fiscal Year 2022-23 Unassigned (Cash Flow) Reserve is projected at $52,651,242 after Staff's recommendation of special designations, which is equivalent to six months of the Fiscal Year 2023-24 General Fund operating budget. This is above the targeted cash flow of two to four months of the operating budget.

DESCRIPTION:

Background
Governmental Accounting Standards Board Statement No. 54 (GASB 54), Fund Balance Reporting and Governmental Type Definitions, requires fund balance to be classified into different categories for governmental funds depending on the extent to which the use of resources is constrained for specific purposes.

Per GASB 54, the five fund balance classifications are:

- Non-Spendable – amounts that cannot be spent because they are either (a) not in spendable form, or (b) legally or contractually required to be maintained.
- Restricted – balance with constraints placed of the use of the resources which are either (a)

externally imposed by creditors, contributors, or laws and regulations of other agencies, or (b) imposed by law through constitutional provisions or enabling legislation.

- Committed – amounts that can only be used for specific purposes pursuant to formal action of the agency's governing body. These are considered legally restricted and can only be removed or changed by formal action of the governing body. Action to constrain resources should occur prior to the end of the fiscal year, though the exact amount may be determined subsequently.
- Assigned – amounts that are constrained by the governing body's intent to be used for specific purposes but are neither restricted nor committed.
- Unassigned – used by General Fund for residual classification of positive funds.

Recommended Reserve Designations for Fiscal Year 2022-23

Staff is projecting an operating surplus of $15 million in Fiscal Year 2022-23 with an available surplus of approximately $10 million, after subtracting budgeted transfers out to capital improvement projects that are funded by Unassigned Reserves, and contributions to the City's unfunded pension liability and facilities replacement fund.

The General Fund Reserves Summary (Attachment 2) provides a listing of reserve balances by category. While the Fiscal Year 2022-23 year-end balances are not yet final until the City closes its financial books, Staff can make reasonable assumptions about estimated reserve balances at this point.

Many of the reserve changes are due to the spending down of Committed Reserves for budgeted capital improvement projects and an additional payment to the City's prorated share of the unfunded pension liability for the Dougherty Regional Fire Authority, and the spending down of carry-over reserves from the prior year. Other shifts are related to year-end accounting policies.

This Staff Report also transmits a Resolution (Attachment 1) which confirms designations and changes only of Committed Reserves for Fiscal Year 2022-23, as City Council approval of Assigned Reserves is not necessary by resolution. Staff recommends the following reserve designations as of June 30, 2023:

Committed Reserves:

- **Reduce Economic Stability ($8,000,000) and One-Time Initiative – Capital ($4,500,000) and reassign to Dublin Boulevard Extension Advance Reserve**
  In March 2023, the City Council approved the re-assignment of the two committed reserves ($12.5 million) to the Dublin Boulevard Extension Advance Reserve, as the Eastern Dublin Transportation Impact Fee (EDTIF) program currently does not have sufficient cash flow to cover the project costs. The General Fund reserve is only an advance of funding for the project, which will be reimbursed by the EDTIF program as development occurs.

- **Downtown Public Improvement Reserve - Increase $2,000,000**
  This is in accordance with the City Council's Strategic objective #1a: Continue support of the Downtown Preferred Vision and Downtown Dublin Specific Plan including improving visual and environmental quality and evaluating specific business uses.

- **Lease Revenue Bond Payment – Increase $1,000,000**
  This is in accordance with the City Council's Strategic objective #4c: Make annual contributions to reserves for the early payoff of the energy efficiency bonds.

Assigned Reserves:

- **Dublin Boulevard Extension Advance – Increase $10,000,000**
  The City Council directed Staff to allocate $10 million of Fiscal Year 2022-23 General Fund surplus to fill the funding gap of the Dublin Boulevard Extension. The reserve is a cash flow advance to the EDTIF program and General Fund will be reimbursed by the fee program. With the reassignment from Economic Stability and One-Time Initiative – Capital reserves and the additional designation, $42.5 million will be set aside for the project.

- **American Rescue Plan Act (ARPA) Revenue Replacement – Increase $324,308.50**
  Staff recommends the allocation of $324,308.50 to the American Rescue Plan Act Revenue Replacement category. Per the Treasury Department rule, the use of such funds must go towards current fiscal year expenditures. The City then shifts the General Fund savings into an Assigned Reserve for future unexpected pandemic expenditures. In Fiscal Year 2022-23, the City utilized the fund to offset General Fund expenditure for polices services. With the addition, total reserve is $990,186.50.

- **Library Improvements - Increase $1,000,000**
  At the City Council's direction during the budget adoption in May 2023, a new reserve has been created and $1 million has been set aside for the Dublin Library improvements. This increases the potential funding for the improvements to a total of $2,835,665.

- **Pension and OPEB - Increase $1,000,000**
  Staff recommends the addition of the budgeted $1.0 million to this reserve to cover potential future increases in the City's unfunded pension liability, for a total of $18 million.

- **Village Parkway Pavement Reconstruction Reserve - Increase $5,000,000**
  In June 2020, the City Council approved the creation of the reserve to fund planning, design, and reconstruction of Village Parkway north of Amador Valley Boulevard to the City limit. The total estimated project cost is approximately $18.4 million and there is currently $10 million set aside in the reserve. Staff recommends adding $5 million to the reserve. Staff will also continue seeking potential outside funding sources for the project.

STRATEGIC PLAN INITIATIVE:

Strategy 1: Downtown Dublin and Economic Development
Objective A: Continue support of the Downtown Preferred Vision and the Downtown Dublin Specific Plan including improving visual and environmental quality and evaluating specific business uses.

Strategy 4: Organizational Health
Objective A: Use existing reserves to address the unfunded Dougherty Regional Fire Authority pension liability.
Objective C: Make annual contributions to reserves for the early payoff of the energy efficiency bonds.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Authorizing a Special Designation of General Fund Reserves for Fiscal Year 2022-23
2) Fiscal Year 2022-23 General Fund Reserves Summary

RESOLUTION NO. XX – 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

AUTHORIZING A SPECIAL DESIGNATION OF GENERAL FUND RESERVES FOR FISCAL YEAR 2022-23

WHEREAS, the City's Fund Balance and Reserves Policy requires special fund balance allocations to be adopted by the City Council, and allows the City Council to take action prior to the end of the fiscal year to direct a specific assignment of the fund balance; and

WHEREAS, Staff reviewed updated information regarding fund balance and estimated one-time revenues during the preparation of the Fiscal Year 2023-24 Budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby make a special allocation of the estimated Fiscal Year 2022-23 year-end balance to the Committed fund balance as follows:

- Reduce Economic Stability reserve by $8,000,000 and One-Time Initiative – Capital reserve by $4,500,000, and re-assign the funds to Dublin Boulevard Extension Advance Assigned reserve.
- Increase the reserve for Downtown Public Improvement Reserve by $2,000,000
- Increase the reserve for Lease Revenue Bond Payoff by $1,000,000

BE IT FURTHER RESOLVED that, any net resources remaining after special designations, and after meeting the Fund Balance and Reserves Policy requirements, will be left in the Unassigned (Available) Reserve.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

_____
Mayor

_____
City Clerk

FISCAL YEAR 2022-23 GENERAL FUND RESERVES Attachment 2

RESERVE DESCRIPTION	Actual 2021-22	Increase 2022-23	Decrease 2022-23	Net Change	Projected 2022-23
Non-Spendable	$10,541				$10,541
Prepaid Expenses	10,541				10,541
Restricted	$4,261,640				$4,261,640
Cemetery Endowment	60,000				60,000
Developer Contribution - Downtown	1,490,000				1,490,000
Developer Contr - Heritage Park	19,000				19,000
Developer Contr - Nature Park	60,000				60,000
Section 115 Trust - Pension	1,882,640				1,882,640
Heritage Park Maintenance	750,000				750,000
Committed	$73,346,367	$3,000,000	($35,269,786)	($32,269,786)	$41,076,582
Advance to Public Facility Fee	9,523,096		(9,523,096)	(9,523,096)	
Downtown Public Improvement	15,176,230	2,000,000	(426,221)	1,573,779	16,750,009
Economic Stability	8,000,000		(8,000,000)	(8,000,000)	
Emergency Communications	532,113				532,113
Fire Svcs Pension/OPEB	5,671,094		(3,460,000)	(3,460,000)	2,211,094
Innovations & New Opportunity	1,026,591		(132,093)	(132,093)	894,498
One-Time Initiative - Capital	6,419,657		(5,920,149)	(5,920,149)	499,508
One-Time Initiative - Operating	503,860				503,860
Public Safety Reserve	2,600,000				2,600,000
Specific Committed Reserves					
Cemetery Expansion (CIP)	13,748		(13,748)	(13,748)	
Contribution to Public Facility Fee	6,000,000				6,000,000
Cultural Arts Center (CIP)	7,139,197		(6,964,197)	(6,964,197)	175,000
Don Biddle Park (CIP)	675,193		(675,193)	(675,193)	
Fallon Sports Park III Contingency	510,500		(100,000)	(100,000)	410,500
Lease Revenue Bond Payoff	6,000,000	1,000,000		1,000,000	7,000,000
Maintenance Facility (CIP)	55,089		(55,089)	(55,089)	
Utility Undergrounding (CIP)	3,500,000				3,500,000
Assigned	$93,266,322	$29,824,309	($23,375,736)	$6,448,572	$99,714,894
Accrued Leave	1,308,044				1,308,044
Catastrophic Loss	17,710,320				17,710,320
CIP Carryovers	4,088,843		(4,088,843)	(4,088,843)	
Fiscally Responsible Adjustment	325,000				325,000
Municipal Regional Permit	2,209,778		(2,182,419)	(2,182,419)	27,359
Non-Streets CIP Commitments	3,276,777		(4,277)	(4,277)	3,272,500
Operating Carryovers	1,600,546		(1,600,546)	(1,600,546)	
Parks and Streets Contingency	201,270				201,270
Pension & OPEB	17,000,000	*1,000,000*		1,000,000	18,000,000
Relocate Parks Dept	500,000				500,000
Service Continuity	3,150,000				3,150,000
Dublin Blvd Extension Advance	20,000,000	*22,500,000*	(13,742,559)	8,757,441	28,757,441
Specific Assigned Reserves					
ARPA Revenue Replacement	665,878	324,309		324,309	990,187
Climate Action Plan	3,000,000		(62,000)	(62,000)	2,938,000
Contribution to ISF	1,500,000				1,500,000
Façade Improvement Grants	364,256				364,256
Library Tenant Improvement		1,000,000		1,000,000	1,000,000
HVAC Replace. & Civic Ctr Improv. (CIP)	3,278,409		(1,307,892)	(1,307,892)	1,970,517
Pavement Management	2,000,000				2,000,000
Public Safety Complex (CIP)	87,200		(87,200)	(87,200)	
Village Pkwy Pavement Reconstruction	11,000,000	5,000,000	(300,000)	4,700,000	15,700,000
Unassigned	$52,972,635	$58,645,522	($58,966,915)	($321,392)	$52,651,242
Unassigned-Unrealized Gains	(11,008,294)				(11,008,294)
Unassigned (Available)	63,980,929				63,659,537
TOTAL RESERVES	**$223,857,505**	**$91,469,831**	**($117,612,437)**	**($26,142,606)**	**$197,714,899**

Agenda Item 4.20

STAFF REPORT

CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Sports Fields and Stager Community Gymnasium Reservation Policies
Prepared by: Bridget Amaya, Assistant Parks and Community Services Director

EXECUTIVE SUMMARY:

The City Council will consider approving an update to the Sports Fields and Stager Community Gymnasium Reservation Policies.

STAFF RECOMMENDATION:

Approve the Sports Fields and Stager Community Gymnasium Reservation Policies updates.

FINANCIAL IMPACT:

None.

DESCRIPTION:

The City Council last reviewed and approved this policy in July 2019. Due to the recent opening of new park space, improvements to existing amenities, and feedback from Dublin youth and adult sports user groups, Staff completed a review of the document and is recommending updates for consideration.

This update includes adjustments in several areas to clarify policies, ensure equitable use of each facility, streamline the process for renting fields and Stager Gymnasium, and make other non-substantive changes. The proposed updates are discussed below.

Policies Updates

Rental Categories (Section 1)
Clarification that non-profit organizations outside of Dublin will be considered under public agencies, non-residents, or commercial use, depending on the organization. This section also highlights that groups not qualifying as a Dublin Sports League Organization will pay commercial fees for all tournaments.

Rental Categories Priority Use (Section 2)
Clarification of the order in which spaces are prioritized when allocating time for field/gym use and changes to when reservation requests are accepted. Requests are accepted in accordance with priority use.

Field Allocation Formula (Section 3)
Clarification of the purpose of the field allocation formula, which assists Staff in allocating space if two user groups within the same rental category submit similar reservation requests.

Rental Hours of Use (Section 4)
Addition of the resting/renovation period dates and closure of facilities for maintenance if necessary.

Rental Process (Section 5)
Clarification of the process for renting athletic fields and courts.

Rental Deposit (Section 6)
Clarification that the refundable deposit is assessed per field/space, not per reservation, as most organizations utilize several spaces. Also, violations of the use policy could result in forfeiture of the deposit, and any additional expenses incurred was added.

Rental Fee Balance (Section 7)
Specification that the refundable deposit is due when the reservation is approved, and the remaining balance is due 30 days before the reservation date. This change ensures rentals are paid in full 30 days prior to each reservation date.

Cancellations, Changes, and Refunds (Section 9)
Provision of extended allowances for cancellations to 30 days in advance of the reservation date rather than 10. This gives Staff more time to rebook reservations and limits the time a field may sit empty. In addition, language regarding an administrative change fee was added to discourage groups from “blanketing” field reservation requests and making changes to permits at the last minute. This change will allow more residents and users to reserve spaces. Lastly, to limit the amount of time fields sit empty, or lights remain on for unused field time, Staff will assess a fee for groups who continuously fail to notify Staff of unused hours. Park Attendants will monitor this. The fees will be identified in the Master Fee Schedule.

Locations and Information (Section 12)
Update to the park inventory to include amenities in recently completed park projects.

Tournaments (Section 14)
Clarification of the exception of Dublin Youth Sports Leagues from paying the commercial rate for tournament fees if Dublin-based teams are participating in the tournament.

Grass Conditions and Closures (Section 15)
Addition of the Field Conditions webpage and contact information for Park Monitors for rental assistance.

Outreach

Collaboration with Dublin-based youth and adult user groups is vital to the continued success of the field and gymnasium rental process. Staff proposed the updates in an email sent on February 10, 2023, to the following Dublin Sports League Organizations:

- Cricket for Cubs
- Catholic Youth Organization (CYO)
- Dublin Cricket League
- Dublin Little League
- Dublin United Soccer League
- Dublin Cricket Academy
- Dublin Dawgs

Groups were asked to respond with feedback no later than Wednesday, February 15, 2023. The feedback from the correspondence was positive, and there was support for the proposed updates.

Dublin Little League expressed concern with the update that extended the cancellation and change requests to notification within 30 days rather than ten days. Staff explained that as the City gets closer to build out, field space will become more limited. With the number of changes requested by users, 10 days is not a reasonable amount of time for Staff to contact groups and rebook the facility, thus leaving fields empty when other groups could utilize them.

The Parks and Community Services Commission recommended this document for approval on March 20, 2023.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

A copy of the Staff Report was provided to Dublin Sports League Organizations, and the City Council Agenda was posted.

ATTACHMENTS:

1) Draft Sports Fields and Stager Community Gymnasium Reservation Policies
2) Redline Sports Fields and Stager Community Gymnasium Reservation Policies

City of Dublin
SPORTS FIELDS & STAGER COMMUNITY GYMNASIUM
RESERVATION POLICIES

1. RENTAL CATEGORIES
   - City of Dublin- the City of Dublin's events, programs, and activities
   - Public Agencies: Including but not limited to agencies serving the City of Dublin, including Alameda County, Dublin-San Ramon Services District, etc.
   - Dublin Sports League Organizations: Organized sports league groups with current IRS non-profit status, with membership open to the public. The organization's membership rosters must reflect:
     - *Youth Sports League Organizations – at least 75% Dublin residents*
     - *Adult Sports League Organization – at least 51% Dublin residents*

     Sports Organizations submitting inaccurate residency rosters will automatically have permits revoked.
   - Dublin Non-Profit Organization: Organized non-profit groups with current 501(c)(3) or 501(c)(4) IRS status. The submission and approval of a "Non-Profit Organization Verification Form" must be on file with the City.
     - Groups applying under the Non-Profit Organization classification must have 51% Dublin residency. All groups must have an "Organization Verification Form" on file with the following documents:
       - 1) Bylaws
       - 2) Current IRS Tax Exempt Letter
       - 3) Commercial General Liability
   - Resident: Individuals must reside or own property within Dublin city limits.
   - Non-Resident: Individuals or organizations not residing within Dublin city limits.
   - Commercial Uses: Companies or individuals whose events have an admission fee or include the sales of goods or services. This includes all individuals and organizations requesting tournament reservations that do not qualify as a Dublin Sports League Organization.

2. RENTAL CATEGORIES PRIORITY USE
   Sports Fields & Stager Community Gymnasium
   1. City of Dublin: the City of Dublin's events, programs, and activities.
   2. Public Agencies: Including but not limited to agencies serving the City of Dublin, including Alameda County, Dublin-San Ramon Services District, etc. Reservation requests are accepted up to one year in advance.
   3. Dublin Sports League Organization – Youth 75% Dublin Residents – Reservation requests are accepted one year in advance each November. Staff will allocate accordingly and release permits for March – June. In May each year, Staff will reassess requests and release permits for July – December. Each May, users may request modifications to permits at this time only to avoid a sports facility administrative charge (see Master Fee Schedule for the current list of fees).
   4. Dublin Adult Sports League Organization - Adults 51% Dublin Residents - Reservation requests are accepted one year in advance with permits released, as stated in #3 above.
   5. Dublin Non-Profit Organizations – Reservation requests are accepted up to six (6) months in advance of requested use.
   6. Resident – Reservation requests are accepted up to six (6) months in advance of requested use.
   7. Non-Resident – Reservation requests are accepted up to four (4) months in advance of requested use.

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8. Commercial – Reservation requests are accepted up to four (4) months in advance of requested use.

In the interest of providing sustainable parks and recreation facilities with the least possible expenditure of public funds, the City of Dublin and the Dublin Unified School District have entered into joint use agreements regarding the use of City and District facilities. Separate agreements for the use of Stager Gymnasium, the Tennis Complex at Dublin High School, the Dublin High School Center for Performing Arts, the Jordan Ranch Park Site and Ground Lease, St. Raymond CYO, and The Dublin Wave are on file and may affect priority use.

3. FIELD ALLOCATION FORMULA
   - In the event two user groups within the same rental category submit similar requests, the allocation formula below will be used based on the percentage of verifiable total Dublin residents on the organization's roster.
   - Formula example:
     - Organization A has 900 Dublin residents, and Organization B has 750 Dublin residents.
     - Total Dublin residents registered in Organizations A and B equals 1,650.
       - Organization A would receive 55% of field time available (900 divided by 1,650 equals 55%).
       - Organization B would receive 45% of field time available (750 divided by 1,650 equals 45%).
     - Both Organizations request usage on the same field and day from 3:00–7:00 p.m.
       - Organization A (55%) would be allocated 2.5 hours of field time for that day.
       - Organization B (45%) would be allocated 1.5 hours of field time for that day.
     - Organization A would receive first choice on the time they prefer to use the field (3:00–5:30 p.m. or 4:30–7:00 p.m.) on the requested day. Staff highly encourages sports organizations requesting the same field on the same day and time frame to work together on field usage.

4. RENTAL HOURS OF USE

The required rental period is a minimum of one (1) hour per sports field rental and two (2) hours for gymnasium rental. Hours of use must include the time needed for the event, including setup and cleanup. The fields and gymnasium must be vacated by the time specified on the approved Sports Field Rental Application.

Sports Fields are available during the following hours:

- 8:00 a.m. to dusk (10:00 p.m. for lighted fields)
  - Grass fields are typically available from March 1 through December 15.
  - Synthetic turf fields are available year-round and are all-weather playable.
- Sports facilities, except those with synthetic turf, are typically closed for a resting/renovation period from December 15 – February 28 each year.
- The City reserves the right to close facilities for additional maintenance if necessary. Dates are subject to change.

Stager Community Gymnasium is available for rental during the following hours when not scheduled for City or Dublin Unified School District activities:

When school is in session

- Monday-Friday 3:00 p.m. - 10:00 p.m.
- Saturday 8:00 a.m. - 10:00 p.m.
- Sunday 8:00 a.m. - 10:00 p.m.

When school is NOT in session

- Weekdays 8:00 a.m. - 10:00 p.m.
- Weekends 8:00 a.m. - 10:00 p.m.

5. RENTAL PROCESS

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- To request a field or court reservation:
  Complete the City of Dublin Sports Field and Gym Rental Application, and email the completed form and commercial liability insurance to parksandcommunityservices@dublin.ca.gov. The City of Dublin maintains a facility reservation calendar available for viewing online to assist users in checking availability. Please note that facility availability does not reflect pending reservations received.
- Requests must be received at least 30 days in advance of the rental request. Approval takes three (3) to five (5) business days; notification of application status will be emailed.
- Submitting an application fewer than (30) thirty days prior to your event requires the approval of the Parks and Community Services Director or their designee, and approvals are subject to availability. In each case, an administrative fee applies if approved (see Master Fee Schedule for the current list of fees).
- Applications are accepted between 8:00 a.m. and 5:00 p.m., Monday through Friday, except on holidays.
- To receive a resident rate, the applicant (i.e., the person responsible for the activity, payment of fees, and provision of insurance) must live or own property within the Dublin City Limits. Verification of resident address (valid California driver's license or current utility bill) will be required.
- Applications for continuous use must include complete schedules, including dates, times, fields, and gymnasium requested for practices and games.
- The City reserves the right to book additional events before or after an applicant's confirmed rental time.

6. RENTAL DEPOSIT
   A refundable deposit per field/court or Stager Gymnasium is due at the time the application is processed (see Master Fee Schedule for the current list of fees). The deposit will be returned within 30 days of the last rental date provided there are no Use Policy violations, failure to accurately complete the facility rental application, the rental hours exceeded, excessive cleaning required, or damages to the field(s) or gymnasium. Violations could result in forfeiture of the deposit and any additional expenses incurred.

7. RENTAL FEE BALANCE
   Upon booking a reservation, the deposit will be due immediately, with the remaining balance due 30 days prior to the day of your reservation. *Payments not received by this deadline will result in the rental cancellation and forfeiture of the deposit.* If the application is received less than 30 days prior to the first date of the rental, then payment is due immediately upon receipt of a rental contract/confirmation.

   Checks should be made payable to "City of Dublin." Cash, VISA, MasterCard, Discover, and American Express are also accepted. *Payments not received by the due date may result in cancellation and forfeiture of the deposit (as applicable).*

8. INSURANCE CERTIFICATE
   All applicants shall provide the City of Dublin with a valid Certificate of Liability, including the endorsement page written through carriers acceptable to the City of Dublin for rentals for league play, a tournament, or commercial uses. Such certificate shall provide bodily injury and property damage liability protection at a *minimum of $1,000,000 per occurrence*. The applicant must be specified as the insured. A separate endorsement shall be submitted naming "*the City of Dublin, its officers, employees, agents and volunteers"* as an "*additional insured"* with coverage at least as broad as ISO form CG 20 10, in conformance with the hold harmless agreement the applicant's insurance shall be *primary to any*

insurance carried by the City of Dublin and/or the Dublin Unified School District. The certificate shall be properly executed with the original signature of the authorizing agent of the insurance company.

9. CANCELLATIONS, CHANGES, AND REFUNDS
   - Cancellation requests must be in writing by the applicant and sent via email to parksandcommunityservices@dublin.ca.gov.
   - Refunds and credits are not issued for unused hours.
   - Occasionally, it may be necessary for the City to reschedule, relocate, or cancel a request previously approved. The group or individual will be given as much advanced notice as possible in this event.
   - No refund or credit will be issued for cancellations within thirty (30) business days of the rental date.
   - Any reduction of pre-booked hours or addition to; being submitted less than thirty (30) business days prior to the rental date will result in a sports facility administrative charge per booking (see Master Fee Schedule for the current list of fees).
   - Continuous failure to notify Staff of unused days and times will result in a sports facility administrative charge and possible loss of future field use permits (see Master Fee Schedule for the current list of fees).

10. RULES

General Rules

- Facility Use Permits cannot be transferred, assigned, or sublet.
- Hours of use must include the total amount of time needed for the event, including setup and cleanup.
- Groups comprised of minors must be supervised at all times by two (2) adults for every twenty minors.
- Parking is permitted in painted parking stalls only, and vehicles parked illegally will be cited.

Sports Field Rules

- An approved rental permit is required to use the synthetic turf fields.
- Softballs must be rated "Restricted Flight."
- Bases, equipment, and field preparation (drag, water, lines, etc.) are not provided.
- Fields scheduled after dusk will require the rental of field lights. All rentals must end by 10:00 p.m.
- The 60' baseball diamonds are designated for youth use only.
- Lining or marking of the field is not allowed without prior written approval from the City.

Stager Community Gymnasium Rules

- The City may provide tables and chairs when requested, and should not be removed from the facility.
  - Storage is not available.
- Only water may be brought into the gymnasium. Food and drink are not allowed.
- Containers of ice may not be placed in the gymnasium.
- The consumption, serving, and/or selling of alcoholic beverages is not permitted.
- PA systems, microphones, TV/VCRs, stand-up podiums, and extension cords are not available.
  - Portable scoreboards are available for a fee (see Master Fee Schedule for the current list of fees).
- Tickets may not be sold at the door as an admission charge unless approved in advance.
- The gymnasium lobby has heating, but no air conditioning or heating is available within the

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gymnasium.

- The bleachers are electric and must not be pulled or moved by the user. A Gym Attendant will be responsible for setting up the bleachers. *The bleachers are only available for league games or special events.*
- All exit doors must be operable, and no part of any hallway, corridor, or exit may be used to obstruct its use as an exit.
- Decorations:
    - All decorative materials must be made of non-combustible substances or treated with State-approved flame retardant.
    - Confetti or similar materials may not be thrown inside or outside the facility.
        - Users are responsible for all setup and cleanup of their activity or event.

11. PROHIBITED ACTIVITIES

General:

- The consumption, serving, and/or selling of alcoholic beverages.
- Glass containers, including bottles.
- The use of tacks, tape, nails, staples, or putty on any walls.
- Paste, tack, glue, or post any sign, placard, advertisement, or inscription or erect any sign on the buildings.
- The use of decals, glitter, powders, wax, paint, etc.
- Hitting or kicking balls onto the walls, outside fences, or against buildings.
- Spectator seating is only allowed in designed areas off the field.

Sports Fields:

- Spectators in dugouts or playing fields during event play.
- SMOKING within 100 feet of any children's playground area, sports fields, sports courts, and picnic areas.

Synthetic Turf Fields:

- Any cleats that are used must be rubber, with no metal spikes.
- No driving in of stakes.
- Dogs or pets of any kind on the fields.
- Barbecues, bikes, rollerblades, skateboards, motorized vehicles, or high-heeled shoes.
- Food and beverages (except water), including gum, seeds, nuts, candy, or sports drinks.
- Chairs, umbrellas, tents, flags, and other outdoor furniture on the field.
- Users must supply their own goals/nets and are prohibited from using goals onsite belonging to other users. All equipment, including goals/nets, must be removed at the conclusion of reservations.

Stager Community Gymnasium:

- Containers of ice, drinks (except water), or food inside the gymnasium.
- SMOKING within the interior of the gymnasium and outside on the school property.
- The capacity of the gymnasium is 1,428. *Overcrowding is forbidden and will result in the event's cancellation and forfeiture of all fees paid.*
- School and City property must be protected from damage and undue wear. Users shall be responsible for the condition of the facility and equipment. The Gym Attendant will record the condition of the facility and equipment before and after each rental. The rental applicant shall pay for repairs to property or equipment damaged during a rental.

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12. LOCATIONS AND INFORMATION

Sports Fields Information

Dublin Sports Grounds, located on Dublin Boulevard at Civic Plaza, includes:

- Six baseball fields (one lighted 90'; four 60'; and one lighted 50'/70' diamond)
- Seven soccer/lacrosse fields (two lighted)
- One lighted softball field

Emerald Glen Park, located on Tassajara Road between Central Parkway and Gleason Drive, includes:

- Four soccer fields
- Three baseball fields (one 80' and two 60' diamonds)
- Four tennis courts
- Two basketball courts
- Two cricket batting cages
- One cricket field

Fallon Sports Park, located on Lockhart Street between Central Parkway and Gleason Drive, includes:

- Four 60' baseball fields
- One lighted 90' baseball field
- Two lighted softball fields
- Four lighted synthetic turf soccer/lacrosse fields
- Four lighted basketball courts
- Four lighted tennis courts
- Four volleyball courts
- Five multi-use batting cages
- One cricket field

Ted Fairfield Park, located at North Dublin Ranch Drive and Antone Way, includes:

- One softball field
- One soccer field

Don Biddle Community Park, located at 6100 Horizon Parkway

- Two basketball courts
- Two tennis courts

Stager Community Gymnasium is located at 6901 York Drive at Valley High School.

13. PARKS AND COMMUNITY SERVICES DIRECTOR APPROVAL

- Request for an exception to the Sports Fields and Stager Community Gymnasium Use Policy must be submitted in writing no later than 30 days before the requested use date. Approval or denial of the request will be issued in writing.
- No equipment storage is allowed at park sites without prior written approval from the Parks and Community Services Director.

14. TOURNAMENTS

- Except for approved Dublin Youth Sports League Organizations (must include Dublin-based teams), all tournaments will be charged the commercial rate in addition to the current hourly maintenance fee. Each group must provide a tournament director or designee who shall remain onsite at each location throughout the tournament. The rental application or tournament director will meet with a City Representative at least 30 days prior to the tournament to discuss the event. Based on the

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tournament size, the rental group may be required to rent outdoor toilet facilities and/or be charged for extra litter pick-up, restroom supplies (toilet paper and paper towels), or added staffing.

- Tournaments that require City staffing will be charged for the actual cost of services related to Park Monitors, Maintenance Staff, and other City Staff, per hour, per location, in addition to rental fees.
  - Sports Organizations that conduct tournaments without informing Staff at least one month in advance will be charged for extra restroom supplies, Maintenance Staff costs, and risk revocation of future permits, forfeiting their deposit.
  - Any damage to the facility during the rental will result in the forfeiture of the deposit(s).

15. GRASS FIELD CONDITIONS AND CLOSURES

- In the event the City closes a field due to rain or wet field conditions, a credit will be issued if the office is notified in writing within four (4) business days after the scheduled use date.
- Field use is prohibited when the Rain Indicator Light is on.
  - Field renters are responsible for ensuring that their organization, leagues, and teams observe this rule.
- Rain Indicator Light locations:
  - Dublin Sports Grounds: by the restroom building near Soccer Field #4.
  - Emerald Glen Parks: by the restroom building near the basketball courts.
  - Fallon Sports Park: on the baseball and softball outfield fences.
  - Ted Fairfield and Don Biddle Community Park have no rain indicator lights.
- Visit the Field Conditions webpage on the City website, which features the latest information on field closures due to wet weather conditions or maintenance. Field conditions will be updated by 3:00 p.m., Monday through Friday, and by 8:00 a.m. on Saturday and Sunday, as conditions warrant.

An additional 50% will be charged for using the facility on designated City holidays, pending the availability of City staff.

16. CONTACT

- For assistance with questions regarding the field and court reservation process, please email parksandcommunityservices@dublin.ca.gov or call (925) 833-6645, Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding holidays.
- For assistance ***during*** your field or court reservation, Monday through Friday, after 5:00 p.m. and Saturday or Sunday, between 8:00 a.m. to 8:00 p.m., please call or text the Park Monitor at (925) 325-3891.

The City of Dublin reserves the right to deny Sports Fields or gymnasium use to any person or group if such use is deemed contrary to the best interest of the City, the facility, and/or Dublin residents.

DUBLIN
CALIFORNIA

City of Dublin
SPORTS FIELDS & STAGER COMMUNITY GYMNASIUM
RESERVATION POLICIES, RULES, AND FEE SCHEDULE

1. RENTAL CATEGORIES
   - City of Dublin: The City of Dublin's events, programs, and activities.
   - Public Agencies: Agencies serving the City of Dublin including Alameda County, Dublin-San Ramon Services District, Dublin Unified School District, etc.
   - Dublin Sports League Organizations: Organized sports league groups with current IRS non-profit status, whose membership is open to the public. The organization's membership must be as listed below:
     - *Youth Sports League Organizations – at least 75% Dublin residents.*
     - *Adult Sports League Organization – at least 51% Dublin residents.*

   Sports Organizations submitting inaccurate residency rosters will automatically have permits revoked.
   - Dublin Non-Profit Organization: Organized non-profit groups with current 501(c)(3) or 501(c)(4) IRS status. The submission and approval of a "Non-Profit Organization Verification Form" must be on file with the City.

   ~~o~~ *Groups applying under the Non-Profit Organization classification must have 51% Dublin Residency. ~~an~~ ~~"Organization Verification Form" on file with the following two documents:~~ All groups must have an "Organization Verification Form" on file with the following documents:
     - 1) Bylaws
     - 2) Current IRS Tax Exempt Letter
     - 3) Commercial General Liability

   ~~o Groups claiming Dublin Sports League Organization must provide a current membership roster.~~
     - ~~For Youth Sports League Organizations, 75% of membership must reside in Dublin and for Adult Sports League Organizations, 51% membership must reside in Dublin. Applications will not be accepted without these items.~~
     - ~~Sports Organizations submitting inaccurate residency rosters will result in automatic revocation of permit.~~

   - Resident: Individuals must reside or own property within Dublin City Limits.
   - Non -Resident: Individuals or organizations not residing within Dublin City Limits.
   - Commercial Uses: Companies or individuals whose events have an admission fee or include the sales of goods or services. This includes all individuals and organizations requesting tournament reservations that do not qualify as a Dublin Sports League Organization.

2. RENTAL CATEGORIES PRIORITY USE

   Sports Fields

   1. City of Dublin: the City of Dublin's events, programs, and activities.
   2. Public Agencies: Including but not limited to agencies serving the City of Dublin, including Alameda County, Dublin-San Ramon Services District, etc. Reservation requests are accepted up to one year in advance.

3. Dublin Sports League Organization – Youth 75% Dublin Residents – Reservation requests are accepted one year in advance each November. Staff will allocate accordingly and release permits for March – June. In May each year, Staff will reassess requests and release permits for July – December. Each May, users may request modifications to permits at this time only to avoid a sports facility administrative charge (see Master Fee Schedule for the current list of fees).
4. Dublin Adult Sports League Organization - Adults 51% Dublin Residents - Reservation requests are accepted one year in advance with permits released, as stated in #3 above.
5. Dublin Non-Profit Organizations – Reservation requests are accepted up to six (6) months in advance of requested use.
6. Resident – Reservation requests are accepted up to six (6) months in advance of requested use.
7. Non-Resident – Reservation requests are accepted up to four (4) months in advance of requested use.
8. Commercial – Reservation requests are accepted up to four (4) months in advance of requested use.

In the interest of providing sustainable parks and recreation facilities with the least possible expenditure of public funds, the City of Dublin and the Dublin Unified School District have entered into joint use agreements regarding the use of City and District facilities. Separate agreements for the use of Stager Gymnasium, the Tennis Complex at Dublin High School, the Dublin High School Center for Performing Arts, the Jordan Ranch Park Site and Ground Lease, St. Raymond CYO, and The Dublin Wave are on file and may affect priority use.

3. FIELD ALLOCATION FORMULA

- In the event two user groups within the same rental category submit similar requests, the allocation formula below will be used based on the percentage of verifiable total Dublin residents on the organization's roster.
- Formula example:
    - Organization A has 900 Dublin residents, and Organization B has 750 Dublin residents.
    - Total Dublin residents registered in Organizations A and B equals 1,650.
        - Organization A would receive 55% of field time available (900 divided by 1,650 equals 55%).
        - Organization B would receive 45% of field time available (750 divided by 1,650 equals 45%).
    - Both Organizations request usage on the same field and day from 3:00–7:00 p.m.
        - Organization A (55%) would be allocated 2.5 hours of field time for that day.
        - Organization B (45%) would be allocated 1.5 hours of field time for that day.
    - Organization A would receive first choice on the time they prefer to use the field (3:00–5:30 p.m. or 4:30–7:00 p.m.) on the requested day. Staff highly encourages sports organizations requesting the same field on the same day and time frame to work together on field usage.

4. RENTAL HOURS OF USE

The required rental period is a minimum of one (1) hour per sports field rental and two (2) hours for gymnasium rental. Hours of use must include the amount of time needed for the event, including setup and cleanup. The fields and gymnasium must be vacated by the time specified on the approved Sports Field Rental Application.

Sports Fields are available during the following hours:

- 8:00 AM to Dusk (10:00 p.m. for lighted fields)
  - Grass ~~Turf~~ fields are available March 1 through December 15
  - Synthetic turf fields are available year-round and all-weather playable.
- Sports facilities, except those with synthetic turf, are typically closed for a resting/renovation period from December 15 – February 28 each year.
- The City reserves the right to close facilities for additional maintenance if necessary. Dates are subject to change.

Stager Community Gymnasium is available for rental during the following hours when not scheduled for City or Dublin Unified School District activities:

When school is in session

- Monday-Friday 3:00 PM - 10:00 PM
- Saturday 8:00 AM - 10:00 PM
- Sunday 8:00 AM - 10:00 PM

When school is NOT in session

- Weekdays 8:00 AM - 10:00 PM
- Weekends 8:00 AM - 10:00 PM

5. RENTAL PROCESS

- To request a field or court reservation:
  Complete the City of Dublin Sports Field and Gym Rental Application, and email the completed form and commercial liability insurance to parksandcommunityservices@dublin.ca.gov. The City of Dublin maintains a facility reservation calendar available for viewing online to assist users in checking availability. Please note that facility availability does not reflect pending reservations received. ~~To reserve a sports field or gymnasium, a rental agreement must be submitted for approval a minimum of ten (10) business days prior to the rental date. Submitting an application fewer than ten (10) business days prior requires the approval of the Parks and Community Services Director. In each case, an administrative fee of $5 per rental will apply.~~
  - Requests must be received at least 30 days in advance of the rental request. Approval takes three (3) to five (5) business days; notification of application status will be emailed.
  - Submitting an application fewer than (30) thirty days prior to your event requires the approval of the Parks and Community Services Director or their designee, and approvals are subject to availability. In each case, an administrative fee applies if approved (see Master Fee Schedule for the current list of fees).
- Applications are accepted between the hours of 8:00 AM and 5:00 PM, Monday through Friday, except on holidays.
- To receive a resident rate, the applicant (i.e. the person responsible for the activity, payment of fees, and provision of insurance) must live or own property within the Dublin City Limits. Verification of residence address will be required (valid California driver's license or current utility bill).
- Applications for continuous use must include complete schedules, including dates, times, fields, and gymnasium requested for practices and games. ~~Approval takes~~

~~three (3) to five (5) business days; notification of application status will be e-mailed.~~

- The City reserves the right to book additional events before or after an applicant's confirmed rental time.

6. RENTAL DEPOSIT

A refundable deposit per field/court or Stager Gymnasium is due at the time the application is processed (see Master Fee Schedule for the current list of fees). The deposit will be returned within 30 days of the last rental date provided there are no Use Policy violations, failure to accurately complete the facility rental application, the rental hours exceeded, excessive cleaning required, or damages to the field(s) or gymnasium. Violations could result in forfeiture of the deposit and any additional expenses incurred. ~~For rentals that are for league play, a tournament or for commercial use, a $250 deposit is due at the time that the application is submitted. The deposit will be returned within 30 days of the last date of the rental, providing there are no violations of the Use Policy, the rental hours exceeded, excessive cleaning required, or damages to the field(s) or gymnasium.~~

7. RENTAL FEE BALANCE

Upon booking a reservation, the deposit will be due immediately, with the remaining balance due 30 days prior to the day of your reservation. ~~Final payment of rental fees must be made no later than 30 days after receipt of an approved rental contract/confirmation.~~ *Payments not received by this deadline may result in cancellation of the rental and forfeiture of the deposit.* If the application is received less than 30 days prior to the first date of the rental, then payment is due immediately upon receipt of a rental contract/confirmation.

Checks should be made payable to "City of Dublin." Cash, VISA, MasterCard, Discover, and American Express are also accepted. *Payments not received by the due date may result in cancellation and forfeiture of the deposit (as applicable).*

8. INSURANCE CERTIFICATE

All applicants shall provide the City of Dublin with a valid Certificate of Liability, including the endorsement page written through carriers acceptable to the City of Dublin for rentals for league play, a tournament, or commercial uses. Such certificate shall provide bodily injury and property damage liability protection at a *minimum of $1,000,000 per occurrence*. The applicant must be specified as the insured. A separate endorsement shall be submitted naming "*the City of Dublin, its officers, employees, agents and volunteers*" as an "*additional insured*" with coverage at least as broad as ISO form CG 20 10, in conformance with the hold harmless agreement the applicant's insurance shall be *primary to any insurance carried by the City of Dublin and/or the Dublin Unified School District*. The certificate shall be properly executed with the original signature of the authorizing agent of the insurance company.

9. CANCELLATIONS, CHANGES AND REFUNDS

- Cancellation requests must be in writing by the applicant and sent via email parksandcommunityservices@dublin.ca.gov.
- Refunds and credits are not issued for unused hours.
- Occasionally, it may be necessary to reschedule, relocate, or cancel a request previously approved.

The group or individual will be given as much advanced notice as possible in this event. ~~In this event, the group or individual will be given as much advanced notice as possible/~~

- No refund or credit will be issued for cancellations within thirty (30) business days of the rental date.
- Any reduction of pre-booked hours or addition to; being submitted less than thirty (30) business days prior to the rental date will result in a sports facility administrative charge per booking (see Master Fee Schedule for the current list of fees).
- Continuous failure to notify Staff of unused days and times will result in a sports facility administrative charge and possible loss of future field use permits (see Master Fee Schedule for the current list of fees).

~~Sports Fields~~

- ~~No refund or credit will be issued for a cancellation or reduction of pre-booked hours within ten (10) business days of the rental date.~~
- ~~If submitted less than ten (10) business days prior to the rental date, there will be an administrative, per booking, fee of $5 on each request to shift scheduled booking hours to a new scheduled time within the same day without any reductions. A $5 fee will also apply for each subsequent request to shift the booking. A change of date is considered a cancellation.~~
- ~~Adding hours fewer than ten (10) business days prior to the rental will only be accepted with Department approval. In each case, an administrative fee of $5 will apply for each addition.~~
- ~~All credits expire one (1) year after the date of issue and can only be used for field or field light rentals.~~

~~Stager Community Gymnasium~~

- ~~Refunds will be handled as follows:~~
  - ~~If the request is received three (3) months or more prior to the rental date, the deposit will be refunded, less a $25 processing fee. Refunds will be mailed to the applicant within 30 days of receipt of the written cancellation request.~~
  - ~~If the request is received between three (3) months and 30 days prior to the rental, the applicant will forfeit the deposit unless another user rebooks the date. If the date is rebooked, the deposit will be refunded, less a $25 processing fee.~~
  - ~~If the request is received less than 30 days prior to the rental date, the applicant will forfeit the deposit and one-half of the fees paid (or payable).~~
  - ~~Any changes in rental hours less than five (5) business days prior to the rental date will be assessed a $25 fee per change.~~

10. RULES

General Rules

- Facility Use Permits cannot be transferred, assigned, or sublet.
- Hours of use must include the total amount of time needed for the event, including setup and cleanup.
- Groups comprised of minors must be supervised at all times by two (2) adults for every twenty minors.
- Parking is permitted in painted parking stalls only, and vehicles parked illegally will be cited.

Sports Field Rules

- An approved rental permit is required to use the synthetic turf fields.
- Softballs must be rated "Restricted Flight."
- Bases, equipment, and field preparation (drag, water, lines, etc.) are not provided.
- Fields scheduled after dusk will require the rental of field lights. All rentals must end by 10:00 p.m.
- The 60' baseball diamonds are designated for youth use only.
- Lining or marking of the field is not allowed without prior written approval from the City.

Stager Community Gymnasium Rules

- The City may provide tables and chairs when requested, and should not be removed from the facility.
    - Storage is not available.
- Only water may be brought into the gymnasium. Food and drink are not allowed.
- Containers of ice may not be placed in the gymnasium.
- The consumption, serving, and/or selling of alcoholic beverages is not permitted.
- PA systems, microphones, TV/VCRs, stand-up podiums, and extension cords are not available.
    - Portable scoreboards are available for a fee (see Master Fee Schedule for the current list of fees).
- Tickets may not be sold at the door as an admission charge unless approved in advance.
- The gymnasium lobby has heating, but no air conditioning or heating is available within the gymnasium.
- The bleachers are electric and must not be pulled or moved by the user. A Gym Attendant will be responsible for setting up the bleachers. *The bleachers are only available for league games or special events.*
- All exit doors must be operable, and no part of any hallway, corridor, or exit may be used to obstruct its use as an exit.
- Decorations:
    - All decorative materials must be made of non-combustible substances or treated with State-approved flame retardant.
    - Confetti or similar materials may not be thrown inside or outside the facility.
        - Users are responsible for all setup and cleanup of their activity or event.

11. PROHIBITED ACTIVITES

General:

- The consumption, serving, and/or selling of alcoholic beverages.
- Glass containers, including bottles.
- The use of tacks, tape, nails, staples, or putty on any walls.
- Paste, tack, glue, or post any sign, placard, advertisement or inscription or erect any sign on the buildings.
- The use of decals, glitter, powders, wax, paint, etc.
- Hitting or kicking balls onto the walls, outside fences, or against buildings.
- Spectator seating is only allowed in designed areas off the field.

Sports Fields:

- Spectators in dugouts or playing fields during event play.
- SMOKING within 100 feet of any children's playground area, sports fields, sport

courts and picnic areas.

Synthetic Turf Fields:

- Any cleats that are used must be rubber, no metal spikes.
- No driving in of stakes.
- Dogs or pets of any kind on the fields.
- Barbecues, bikes, roller blades, skateboards, motorized vehicles, or high-heeled shoes.
- Food and beverages (except water), including gum, seeds, nuts, candy, or sports drinks.
- Chairs, umbrellas, tents, flags, and other outdoor furniture on the field.
- Users must supply their own goals/nets and are prohibited from using goals onsite belonging to other users. All equipment, including goals/nets, must be removed at the conclusion of reservations.

Stager Community Gymnasium:

- Containers of ice, drinks (except water), or food inside the gymnasium.
- SMOKING within the interior of the gymnasium and outside on the school property.
- The capacity of the gymnasium is 1,428 and is posted in the building. Overcrowding is forbidden and will result in cancellation of event and forfeiture of all fees paid.
- School and City property must be protected from damage and undue wear. Users shall be responsible for the condition of the facility and equipment. The Gym Attendant will record the condition of the facility and equipment before and after each rental. The rental applicant shall pay for repairs to property or equipment damaged during a rental.

12. LOCATIONS AND INFORMATION

Sports Fields Information

Dublin Sports Grounds, located on Dublin Boulevard at Civic Plaza, includes:

- Six baseball fields (one lighted 90'; four 60'; and one lighted 50'/70' diamond)
- Seven soccer/lacrosse fields (two lighted)
- One lighted softball field

Emerald Glen Park, located on Tassajara Road between Central Parkway and Gleason Drive, includes:

- Four soccer fields
- Three baseball fields (one 80' and two 60' diamonds)
- Four tennis courts
- Two basketball courts
- Two cricket batting cages
- One cricket field

Fallon Sports Park, located on Lockhart Street between Central Parkway and Gleason Drive, includes:

- Two 60' baseball fields
- One lighted 90' baseball field
- Two lighted softball fields
- Four lighted synthetic turf soccer/lacrosse fields
- Four lighted basketball courts
- Four lighted tennis courts

- Four sand volleyball courts
- Five multi-use batting cages
- One cricket field

Ted Fairfield Park, located at North Dublin Ranch Drive and Antone Way, includes:

- One 60' softball field
- One soccer field

Don Biddle Community Park, located at 6100 Horizon Parkway

- Two basketball courts
- Two tennis courts

Stager Community Gymnasium is located at 6901 York Drive at Valley High School.

13. PARKS AND COMMUNITY SERVICES DIRECTOR APPROVAL

- Request for exception to the Sports Fields and Stager Community Gymnasium Use Policy must be submitted in writing no later than 30 days prior to the date of use requested. Approval or denial of the request will be issued in writing.
- No equipment storage is allowed at park sites without prior written approval from the Parks and Community Services Director.

14. TOURNAMENTS

- Except for approved Dublin Youth Sports League Organizations (must include Dublin-based teams), all tournaments will be charged the commercial rate in addition to the current hourly maintenance fee. Each group must provide a tournament director or designee who shall remain onsite at each location throughout the tournament. The rental application or tournament director will meet with a City Representative at least 30 days prior to the tournament to discuss the event. Based on the tournament size, the rental group may be required to rent outdoor toilet facilities and/or be charged for extra litter pick-up, restroom supplies (toilet paper and paper towels), or added staffing. ~~All tournaments must provide a tournament director or designee who shall remain onsite at each location throughout the duration of the tournament. The rental application or tournament director will meet with a City Representative at least 30 days prior to the tournament to discuss logistics of the tournament. Based on the size of the tournament, the rental group may be required to rent outdoor toilet facilities and/or be charged for extra litter pick-up, restroom supplies (toilet paper and paper towels), or added staffing.~~
    - Tournaments that require City staffing will be charged for the actual cost for services related to Park Monitors ~~Facility Attendants~~, Maintenance Staff, and other City Staff, per hour, per location ~~(Fallon Sports Park, Emerald Glen Park and Dublin Sports Grounds),~~ in addition to the rental fees.
        - Sports Organizations that conduct tournaments without informing Staff at least one month in advance will be charged for extra restroom supplies, Maintenance Staff costs, and risk revocation of future permits, forfeiting their deposit(s).
        - Any damage to the facility during the rental will result in the forfeiture of the deposit(s).

15. GRASS FIELD CONDITIONS AND CLOSURES ~~TURF FIELDS RAIN-OUTS~~

- In the event the field is not available due to rain or wet field conditions, a credit will be issued if the office is notified in writing within four (4) business days after the scheduled date of use.
- Field use is prohibited when the Rain Indicator Light is on.
    - Field renters are responsible for ensuring that their organization, leagues, and teams observe this rule.
- Rain Indicator Light locations:
    - Dublin Sports Grounds: by the restroom building near Soccer Field #4.
    - Emerald Glen Parks: by the restroom building near the basketball courts.
    - Fallon Sports Park: on the baseball and softball outfield fences.
    - Ted Fairfield has no rain indictor light.
- Visit the Field Conditions webpage on the City website, which features the latest information on field closures due to wet weather conditions or maintenance. Field conditions will be updated by 3:00 p.m., Monday through Friday, and by 8:00 a.m. on Saturday and Sunday, as conditions warrant.

An additional 50% will be charged for using the facility on designated City holidays, pending the availability of City staff.

16. CONTACT

- For assistance with questions regarding the field and court reservation process, please email parksandcommunityservices@dublin.ca.gov or call (925) 833-6645, Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding holidays.
- For assistance *during* your field or court reservation, Monday through Friday, after 5:00 p.m. and Saturday or Sunday, between 8:00 a.m. to 8:00 p.m., please call or text the Park Monitor at (925) 325-3891.

The City of Dublin reserves the right to deny Sports Fields or gymnasium use to any person or group if such use is deemed contrary to the best interest of the City, the facility, and/or Dublin residents.

DUBLIN
CALIFORNIA

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Youth Advisory Committee and Parks and Community Services Commission Student Representative Appointments
Prepared by: Liz Elliott, Recreation Supervisor

EXECUTIVE SUMMARY:

The City Council will consider confirmation of the Mayor's appointments of three middle school and ten high school youths, along with three alternates, to the Youth Advisory Committee for the term of June 6, 2023, through May 31, 2024. The City Council will also consider confirmation of the Mayor's appointment of Esha Shenoy as the Student Representative to the Parks and Community Services Commission for the term of July 1, 2023, to June 30, 2024.

STAFF RECOMMENDATION:

Confirm the Mayor's appointments to the Youth Advisory Committee and the Student Representative to the Parks and Community Services Commission for the 2023-2024 term.

FINANCIAL IMPACT:

None.

DESCRIPTION:

Youth Advisory Committee (YAC) Appointments
The term of office for the current YAC expires on May 31, 2023. During the months of February and March 2023, recruitment efforts took place to encourage middle school and high school students to apply for appointments for the upcoming term of office. The openings were advertised through emails to the principals at local middle and high schools, PeachJar, social media, and the City's website.

Per the Bylaws and Rules of Procedure, the YAC includes a minimum of nine and a maximum of thirteen youth members, plus three alternates. At least three must be from middle school and six

from high school. If there are insufficient applications to meet the middle school to high school ratio, the Mayor may make appointments from any of the grade levels.

With the confirmation of the City Council, the Mayor appoints the youth members and alternates. One hundred thirty-two (132) applications were received by the deadline. Applicant grade levels for the 2023-24 school year were as follows:

Middle School Application #'s	High School Applications #'s
Grade 6 (1)	Grade 9 (21)
Grade 7 (9)	Grade 10 (47)
Grade 8 (9)	Grade 11 (28)
	Grade 12 (17)

Mayor Hernandez recommends the appointment of the following middle and high school students to the YAC. Students with an asterisk (*) are current members:

	Applicant	School	Grade (2023/24)
1.	Emma Do	Wells	7
2.	Sam Haggmark	Cottonwood	7
3.	Natasha Prabhu	Fallon	8
4.	*Neel Karur-Parekh	Emerald High	9
5.	Justin Dinnall	Dublin High	10
6.	Adi Jain	Dublin High	10
7.	*Yma Santos	Dublin High	10
8.	William Chen	Quarry Lane	11
9.	Danica Molnar	Dublin High	11
10.	Nithila Sadheesh	Dublin High	11
11.	Arya Ferozy	Dublin High	12
12.	*Braden Ou	Quarry Lane	12
13.	Chloe Chase	Dublin High	12
Alternates			
14.	Sanjana Gidwani	Emerald High	9
15.	Hamza Ahmad	Dublin High	10

16.	Rishika Singh	Dublin High	10

Parks and Community Services Commission Student Representative Appointment

The current term of the Student Representative to the Parks and Community Services Commission expires on June 30, 2023. During the months of February and March 2023, recruitment efforts encouraged high school students to apply for the position for the upcoming term of office. Seven applications were received by the deadline.

Mayor Hernandez recommends the appointment of Esha Shenoy as the Student Representative to the Parks and Community Services Commission for the term commencing July 1, 2023, and expiring June 30, 2024. Esha Shenoy will be a Senior at Dublin High School.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted, and a copy of the Staff Report was sent to the applicants being considered for appointment.

ATTACHMENTS:

1) Youth Advisory Committee 2023-24 Applications
2) Parks and Community Services Commission 2023-24 Student Representative Applications

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5765

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Emma

Last Name*

Do

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Cottonwood Creek School K-8

What grade will you be in during the 2023-2024 school year?*

7th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to be a member of the Youth Advisory Committee to serve the Dublin community. I would like to participate in community services and have the chance to assist others in need. During this process, I hope to bring solutions to current problems that Dublin is facing.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

Characteristics that describe me are intelligent, honest, persistent, and hard working. I enjoy learning new things and activities. My strong communication skills also makes me a strong candidate.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

In Dublin, I believe that students are suffering from peer pressure and depression. I believe that we can resolve these issues by organizing more events and activities that will bring the Dublin community together. Encouraging more teens to be involved in extracurricular activities and community service can inspire and help teens discover different passions that they might interested in.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be able to devote time each month for YAC meetings and activities with proper time management. During my leisure time, i enjoy playing the piano and started playing the flute in the my school band this year. In addition, I play tennis and enjoy competing in USTA tournaments.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I'd get teens involved in community events by planning and creating events that teens would be interested in. Creating posters / flyers and posting through a social media platform would help get these events known and popular throughout the Dublin community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a YAC meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Recommendation letter for Emma Do.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

Mar 23, 2023

To Whom it may concern:

Emma Do is a student in two of my classes this year and I am grateful to have been her teacher this year. She works well with other students and is a calming influence in groups.

I believe that she would be an excellent addition to the Youth Advisory Council since she will bring excellent communication and collaboration skills to the position which will allow the group to work effectively and efficiently.

Please contact me if you have any specific questions or would like more specific information about Emma.

Sincerely,

Vicki Johnson

Vicki Johnson

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5802

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Sam

Last Name*

Haggmark

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Wells Middle School

What grade will you be in during the 2023-2024 school year?*

7th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would like to be a part of YAC because I want to help make choices to help improve our city in any way necessary to keep and make a welcoming, diverse, and safe community to live in.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I possess many skills that I think would be of good use to the committee and make me a strong candidate for the YAC. I am very hard-working and academically successful as I have kept a grade average of 4.00 for most of this year and last school year. I also like to be involved in decision-making as I am mature, persuasive and I can work effectively with a group.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I think that teens are mostly dealing with being treated like they are just little kids and canâ€™t really have much say or canâ€™t do as much until theyâ€™re older and I feel that YAC already addresses that part of the issue by showing teens that they are mature enough to be involved in things as important as YAC. As for the second part of that, I think having more teen events and chances for them to become more involved in the community would be very beneficial.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

This year I will be involved in Track through my school and horse riding over the summer. It is likely for me to also participate in Cross-Country in the fall through my school as well. I am typically overall not very busy and would be able to devote time each month.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would try to find more activities and events that would appeal to other teens as I feel that there isnâ€™t as much available to teens as there are adults and young kids. I think it would also help to share about these city events in schools and such since the reason lots of teens aren't participating is because they havenâ€™t heard anything about these events or the event doesnâ€™t appeal to them or their age group.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have never in the past attended a YAC or any other Dublin Commission or City Council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

YAC rec Sam H.pdf

Upload 2nd Letter of Recommendation (optional)

Letter of Reccomendation.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

WELLS MIDDLE SCHOOL

Education That Inspires Lifelong Learning

6800 PENN DRIVE, DUBLIN, CA 94568 - 925.828.6227 - FAX 925.829.8851
WMS.DUBLINUSD.ORG

March 17, 2023

Dublin City Hall
100 Civic Plaza
Dublin, CA 94568

To Whom It May Concern:

It is with pleasure that I write this letter in recommendation of Sam Haggmark for the city of Dublin Youth Advisory Committee.

Sam has excelled as a student in my seventh grade Project Based Core class at Wells Middle School. I know Sam to be a hard working, dedicated student, and a kind and caring person. Sam is well liked by their peers, and is always willing to help others. I appreciate their positive attitude, inquisitive nature, and superior effort in my class. These attributes and more would make Sam an excellent addition to the Youth Advisory Committee.

I would be happy to answer any questions that you might have, or to further discuss Sam's qualifications. Please feel free to contact me.

Sincerely,

Mike Regalado

Mike Regalado
Teacher
Wells Middle School
[redacted]

WELLS MIDDLE SCHOOL

Education That Inspires Lifelong Learning

6800 PENN DRIVE, DUBLIN, CA 94568 - 925.828.6227 - FAX 925.829.8851
WMS.DUBLINUSD.ORG

March 23, 2023

Dear Youth Advisory Committee Selection Committee,

I enthusiastically recommend Sam Haggmark to serve on Dublin's Youth Advisory Committee. I was very excited to hear that they were applying for this position and am pleased to write this letter. I first met Sam last August as their science teacher at Wells Middle School. Though I have known them for a very short time, I have found Sam to be a responsible and dedicated young teen that would make an excellent addition to the City's YAC.

Sam is always well-prepared and brings thoughtfulness and insight into our class discussions and frequently shows a desire for improvement, both academically and personally. Their curiosity seems unquenchable and their desire for excellence is continually shown in any and all work produced for class. Sam is an extremely hard worker, individually and in group settings, and shows a strong capacity for leadership.

Sam wants to have an impact on the lives of teens in Dublin and give voice to the middle school cohort. I think this group can sometimes feel lost between being a kid and being an adult, and Sam is the perfect person to speak for them and create a space where they can be included. Sam sets very high standards for themself and meets their goals with a combination of initiative and perseverance.

Sam has been an impressive student throughout the year. More than this, Sam has impressed me as a person with a strong work ethic and dedication to the task at hand. As a resident of Dublin myself, one with children Sam's age, I would be happy to have Sam representing Dublin's teens as part of YAC. I would have no reservations about them serving on this committee and would expect wonderful things from YAC with Sam as a part of it.

Sincerely,

Jarrod Willis
Science Teacher
Wells Middle School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5783

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

NATASHA

Last Name*

PRABHU

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Fallon Middle School

What grade will you be in during the 2023-2024 school year?*

8th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I am interested in becoming a member of the City of Dublin Youth Advisory Committee because I am passionate about serving my community and making a positive impact on the lives of others. Iâ€™ve started my community service journey by joining the Scouting community, and I have also been fostering cats for the EBSPCA for almost six years now. If I am given the opportunity to serve on the Committee, I would like to address issues regarding teen stress and mental health and get students more interested in current events and politics. These subjects profoundly impact everyoneâ€™s world, but there is a decreasing interest in learning about them. I want to show students that learning about policies and court cases and how much government action impacts their lives isn't all that boring. If we, as a community, could come together, we could bring significant change. Severe issues can take root in small towns but grow to affect the entire world, like climate change. If those small towns could unite, everyone doing their job, everyone invested in solving the problem, our world would benefit. I believe that I and my peers, through the YAC, will be able to create and solidify the unity we need to create change. The YAC provides a unique opportunity to work collaboratively with other young people to address critical issues facing our city and contribute to its growth and development. As a member of the YAC, I would bring my enthusiasm, creativity, and commitment to service to help make Dublin a better place for everyone.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am a great communicator and have experience in public speaking, which would allow me to effectively convey the opinions and ideas of the youth in our community. Debate is the one true love of my life. I find it hard to think what I would do if I wasnâ€™t on a team, building cases and presenting arguments. I am one of only five seventh graders admitted to the debate team this year. I love to work. It sounds weird, but itâ€™s true. Iâ€™ll spend hours on cases, scouring the depths of the internet for that round-winning piece of evidence, or practicing my speech till Iâ€™m hoarse. I have grown greatly as a speaker this past year and am excited to improve next year. Being on the team has taught me a lot, from teamwork and not procrastinating to speaking essentials and good listening skills. I am highly organized and have experience in leadership roles, which would enable me to efficiently plan and execute initiatives as a member of the YAC. I am the vice president of the World Affairs Club at Fallon Middle School, which is essentially Model UN at a middle school level. My duties include leading discussions, organizing votes, setting up new members, managing the clubâ€™s Discord server, and taking meeting notes. We aim to simulate the real world and prepare members for the official MUN club in high school. Our goal is to get more kids interested in politics, public speaking, and being more active in their community. I find it a real shame that these topics have been put down as â€œboring,â€ and I hope to generate more enthusiasm for them. I am also a proactive problem-solver and can think critically to come up with creative solutions to issues facing our community. For example, I participated in Destination Imagination, a global competition focused on STEAM-related challenges. These include short, 10-minute challenges and a main challenge/skit in one of five categories. Six of my classmates and I won third place in regionals and were set to go to the next stage when the onset of COVID canceled our plans. Here, I learned about teamwork, improvising, thinking fast on my feet, and working through challenges most effectively. In addition, I was an active team member, essentially the â€œartistic coordinatorâ€ -- I designed the set and costumes, made a logo for our team, and wrote the script of our teamâ€™s skit. Speaking of art, I have been drawing for as long as I can remember. I am self-taught through Youtube and illustration books. My first competition was in third grade, through the Alameda County Fair. I won first place in my age category for a graphite composition of a deer. Since then, Iâ€™m glad to say Iâ€™ve improved my skills and have moved on from graphite to ink and watercolor. I have been featured in a book from Celebrating Art, an anthology of the works of K-12 artists. I also participated in the Wildlife Forever Songbird art contest two years in a row, where I submitted a sketch of a bird and an essay about my entry. The reason I enjoy drawing so much is because of failure. Every time I draw, there will always be something that looks a little bit wonky. Drawing has taught me to step back and look at the big picture and to find why that bit looks as wonky as it does. Itâ€™s also taught me not to fuss over the little things -- especially with pen and ink; of course, my undiagnosed OCD will take over for an hour or two, but eventually, I will come to terms with the fact that that bit of the drawing will be forever crooked, and also admit it doesnâ€™t make that much of a difference.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

During the height of the COVID pandemic, every student missed at least an entire year of in-person school. This lack of socialization has led to many teens developing mental health issues and feeling socially isolated, and also a lack of self-confidence and the ever-present academic pressure they face. While we cannot get that crucial year of missed social interaction back, we can try and mitigate the effects. We can address these issues by organizing events and programs that promote mental health awareness and provide opportunities for social connection and community involvement. To deal with academic pressure, we could integrate a weekly lesson about time and stress management into school curriculums or assemblies about the same topic if thatâ€™s not possible. Additionally, I have also found that my peers have given little to no thought to their futures. While the seventh grade is a bit early to think about college options and job prospects, it would be good for students to have a general idea of what theyâ€™d like to do after high school. I have noticed that the AVID elective at Fallon does a great job of preparing students for this. For example, they went on a field trip to St. Maryâ€™s and CSU a couple of weeks ago. While I donâ€™t advise making the AVID class mandatory for all students, I think doing things like this would be a good idea, or having a monthly class about career planning or college applications for every student. That way, when students (and parents!) will be more prepared and less stressed when the time comes to apply for colleges.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be part of the FMS Debate Team again and continue leading the World Affairs Club. I am also part of our school's CJSF club. I might also be a part of a mentorship program at school, but I am still waiting to receive confirmation. Regardless, I know I will be able to make time for the YAC. Iâ€™ve always been interested in local government and would never give up the chance to make an impact in my community.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I know from experience that most kids will completely ignore flyers. The way to reach them is through social media and word of mouth. Creating a YAC account on major social media sites is an excellent place to start if there isn't one already. That way, everyone could see the events we organize, what we do at meetings, etc. Also, to make our content more appealing, we should post about fun and exciting things we do at events or advertise in an outside-the-box way. I suggest speaking to school admin and teachers about promoting city-sponsored events to their students. We could also incentivize teens and have their volunteer hours signed off if they choose to help set up an event.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not yet attended a YAC or Dublin Commission/ City Council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

.docx

Upload 2nd Letter of Recommendation (optional)

Ms. C Letter of Rec.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 12, 2023

Recommendation Letter for Natasha Prabhu for Dublin YAC

To whom it may concern,

It is my pleasure to write this letter of recommendation for Natasha Prabhu to serve as a member of the Dublin YAC. I have known Natasha as a student in my math classroom since the beginning of this school year, starting in August, 2022. Natasha has many great qualities: she is respectful and hard-working, she is a valuable, contributing member of a team, and she is also able to work independently at high levels. Natasha advocates for herself by making sure to ask questions when she is confused. She is also more than willing to help others when she has knowledge about a particular concept that someone else is struggling to understand.

Natasha's work at school shows a strong work ethic. She has other passions and interests and has been involved in many other clubs and activities both inside and outside of school. These activities range from civic responsibility as Vice President of the World Affairs Club at Dallon to pushing herself in competitions like Destination Imagination and the Fallon Debate Team. Natasha has many other interests and passions as well: she has been fostering cats for the past 6 years after she convinced her family this was the best way to have a cat but not commit long-term, she plays the piano and expresses herself through art, and she has recently joined an all-girl BSA Troop where she is earning merit badges to help herself become a well-rounded, contributing member of society.

For the reasons stated above, I recommend Natasha Prabhu to serve as a member of the Dublin YAC. She will be a valuable addition to this council.

Best Regards,

Kimberly Carlson
Math Teacher
[redacted]
Fallon Middle School
3601 Kohnen Way
Dublin, CA 94568

JOHN GREEN ELEMENTARY SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Joyce Trotter,
Principal

Mario Hurtado
Assistant Principal

To Whom It May Concern:

It's my pleasure to take a few minutes of my time, and yours, to write about a wonderful young lady Itaught a few years back. Natasha Prabhu was a 5th grade student of mine back during the "lovely" time of virtual learning. Anyone in education knows how extremely difficult and trying those times were, but she met the school year with the same passion as in-person learning.

To provide some context, that year she brought up the idea of having a weekly class newsletter. Natasha developed roles and positions for the newsletter, and filled the roles with her classmates. It had its hiccups, but I strongly believe it was one of the key components in keeping that class united toward a common goal of still developing community even in a virtual school setting. The students looked forward to every Friday when the newsletter would be shared, and the newsletters always brought laughs, smiles, and awe at the "hidden" talents of our group. Natasha was also a part of our Friday "Open Mic. Talent Shows." She played the piano for us and showed off her amazing artistry with her drawings and paintings.

During virtual learning, I also learned of Natasha's love for cats: more specifically cats that were looking for a home. She has such a big heart that she would foster cats at her home until they were placed with a safe family. Her family has been doing this for over 6 years now.

Natasha is involved in so many extra curricular activities. I am not sure how she fits this all into a 24 hour day. She currently is the Vice President of the World Affairs Club at Fallon Middle School.Her roles include, but are not limited to, guiding discussion, interviews for the school video bulletin, and overseeing the club Discord server. She is also a part of Fallon's debate team and her teams have won multiple awards.

I have the greatest of confidence that Natasha would only enrich the Youth Advisory Committee. She is one of a kind. Thank you for taking the time to read this and to consider Natasha as a candidate for this group

Sincerely,

JOHN GREEN ELEMENTARY SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Joyce Trotter,
Principal

Mario Hurtado
Assistant Principal

Jason Ewing, 5th Grade Teacher @ John Green Elementary School

[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5830

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Neel

Last Name*

KarurParekh

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Emerald High School

What grade will you be in during the 2023-2024 school year?*

9th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

My interest in becoming a member of YAC primarily derives from my passion to make good decisions that positively impact my community. I have been on the YAC for the past year and I enjoy the work we have done. Whether it was volunteering at Splatter, the Saint Patrick Days Festival, the opening of Don Biddle Community Park, or helping the underprivileged people in our community, any way I can help our community is a win in my book. Currently, I have a few ways I am trying to contribute to my community: 1. I am currently an active member/leader of Gardeners of the Galaxy that my brother started 2 years ago. Our club grows and distributes pea shoot microgreens to Dublin High school, Tri-Valley food pantry, and other places in need. My main contribution to the club is in the front getting my hands dirty. Whether I am planting microgreens the way to water the greens, I relish being an engaged and proactive member of the club, eagerly immersing myself in all aspects of its operations. Recently, we also obtained a grant from the Youth Advisory Committee, which has helped us triple the yield of greens over all the years we have operated the club in a little over half the growing season! Every year we try to expand the growth of the club by making it a non-profit shortly, one of the goals we hope to achieve. Next year, I will become the president of the club and be an active leader in the continuation of its contribution to our community. 2. Through volunteering, I have contributed to my community greatly. Over the past year, I have doubled my volunteer hours by volunteering for almost all of the opportunities I get. For 3 months, I volunteered at Eden housing. A non-profit that provides affordable housing to the low-income minorities in our community. I went there every Tuesday for 1 hour to help the kids of that community with their homework and generally supervised different activities they took part in. This was a very valuable opportunity for me because it helped me highlight different parts of our community that need the most help. 3. Over the summer, I volunteered abroad in Poland to help Ukraine refugees. I have been an active member in trying to contribute my part to the terrible crisis happening in Ukraine. I have also volunteered numerous times at Kids Against Hunger, even holding my birthday there once, with one of the sessions trying to pack meals for the families of Ukraine. In just 2 hours we were able to make 15,000 meals. In total over 200,000 meals are being donated to Ukraine. 4. At school, I am taking an elective class called PEAC. The class is a uniquely, student-led class that is all about promoting mental health on campus. We routinely give lessons to the students of my school about the importance of proper mental health. We also take part in counseling students going through a rough time. We offer them an outlet in which they can vent their feelings. Also in a couple of weeks, I will be in a video that will be broadcasted across the state of California by Teens For Life, an organization that teaches students about suicide and how to prevent it. Using the knowledge I have gained as a PEAC counselor, along with the people I have counseled in the past, I believe that I can make an active contribution to this important issue. In conclusion, my main interest in becoming a member of the YAC revolves around the fact that I love helping my community and trying to make it the most inclusive place for everyone possible. I wish to rid the social injustices that disproportionately affect people in need. I am confident that by joining the YAC, I can incrementally advance my efforts to foster greater equity and inclusivity in our community.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I think that I possess 5 crucial skills that make me a strong candidate for the YAC. Over the year that I have been part of the YAC, I have realized what skills I need to enhance to be able to best justify my position. These are a few important ones I have come up with: 1. I am a team player. Over the past 6 years, I have been part of an organization called Destination Imagination. An organization that tests a team's creative, problem-solving skills by posing unique challenges and asking teams to make a skit about how they solve this challenge. In my team, I have 3 teammates, not including myself. To be part of DI, being able to collaborate with others is the number one skill one needs to partake in this organization. Over these 6 years, I have joined several different teams and met many different people and I have been able to adjust my attitude and work ethic so that I can work with anyone. 2. Next, I persevere and I am consistent, doing everything from start to finish. In any activity I am given, I consistently strive to deliver optimal performance and devote my full attention and diligence to any task or endeavor with which I am entrusted. I have done martial arts for 5 years, baseball for 4, DI for 6 years, Speech and Debate for 3 years and I have been enrolled in countless other extracurriculars in which I participated from start to finish. I believe that being able to persevere and being consistent is a really important skill for being in the YAC because creating new ideas and even just helping the community takes a lot of work. I am currently part of the Ad-Hoc committee for the Benefit Concert and it takes a lot of energy and dedication to pull off such an event. I try to live off of a simple philosophy, donâ€™t start something you are going to do half-heartedly. I think that I can apply this important skill to my role on the YAC. 3. Third, I am a leader. Last year I was elected to be the President of the organization CJSF. Now that my term is over, I really realize how many different skills I have obtained from the position. I learned organizational skills, time management, dealing with difficult people to work with, and all the way to just leading a group in general. I would say that we had a successful year, raising over $1,500 for the Alameda County Food Bank. We also started a mentor program for kids at school that needed extra instruction. This is a valuable program as it incorporates different outlets for students to learn and express their feelings. I think being a leader is a crucial skill to being part of the YAC because we are representing the youth of Dublin. If one is not an active leader in the community, I donâ€™t think that they help the community the greatest with such a position. I think that because I am a leader, I believe that I can make a positive impact on our community through being on the YAC. 4. Fourth, I have strong public speaking and communication skills. As President of CJSF I learned valuable communication skills because I was in contact with several different organizations at once. Being able to communicate effectively is of the utmost importance, and I think that I have been able to fulfill that requirement. Additionally, I am an advanced debater. I have competed at numerous tournaments and won a couple of them. Through debate, I have learned the art of trying to persuade someone and have learned to be a better speaker overall. I believe that this is an extremely valuable skill that will help me be a strong candidate for the YAC because being able to represent myself and have my ideas heard in an effective way can only come if I am a confident, good speaker. 5. Finally, I am greatly involved with our community. Over the past 5-6 years I have logged countless hours of volunteering. Whether it was volunteering at opportunities the YAC offered (Saint Patrick's Day Festival, Splatter, Don Biddle) all the way to organizations I have seeked out to volunteer at (Kids Against Hunger, Gardeners of the Galaxy, Fertile Groundworks, Eden Housing). Through these numerous different volunteering sessions, I believe that I know the needs of our community and what the YAC can do to impact our community in the greatest way possible.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Over the last year, I have come to know about one of the biggest problems teens in Dublin and across the world are facing: mental health. As a PEAC member, I have truly learned about the importance of mental health and how easily it can be ruined. I think that especially as teens are going to puberty along with the mental and social pressures, along with COVID, have highlighted clear mental health problems teens face. But, being a PEAC member has helped me address these problems and help students go through this tough time. Even with all the work that PEAC does, countless people die through suicide and other forms of depression/anxiety which is a horrible thing. This is a huge problem that truly does not garner the attention it deserves. Physical health is always seen as the thing that comes first, but if one is not mentally healthy, one can never really be physically healthy. There are a few things I think the YAC can do/what they are already doing and how to make it better: 1. I believe that the Youth Mental Health Forum is a wonderful thing that YAC does and should continue to do. I actually volunteered with the opening of the Forum and assisted with getting one of the panel members. I believe that this is a really important forum that the YAC does. With that being said, I believe that the YAC can really extend the reach of this forum. I think that advertising is a huge aspect of this. I donâ€™t think enough people knew that there was a mental health forum happening, which resulted in a smaller audience. I think that by advertising more effectively, this would be an even better opportunity that the YAC partakes in trying to help teens in our community with mental health. I also think that by holding more than one forum might also have a greater impact on our community. They can have different teams and can be held in different places in Dublin. I think that just one forum is not enough, I think that to really make the most out of this idea is going to be by having more than one forum to reach a greater audience. 2. I believe that we can hold different events at different places where YAC members volunteer. For example, when members go to volunteer on behalf of the city, they can hand out flyers or speak a little bit about mental health to people in our community. I think that this can be a â€˜subconscious wayâ€™ in which we try to spread information about mental health to other people in our community. 3. I also think that we can partner with other organizations like boy-scouts to help reach a greater audience. This can maybe be someone's eagle project. I just think that if we partner with other organizations that will bring more validity to our cause as they have a bigger reputation and many teens are actively involved with these organizations.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I anticipate spearheading the debate program at the new high school, EHS, start a mental health club at EHS, take over as leader of Gardeners of the Galaxy, Destination Imagination, general volunteering, potential Spanish classes, and the track team. I also intend on joining CSF in high school, building off of my previous experience. I have done quite a bit this year and have also been on the YAC. Using the organizational skills that I have learned over the past years will help me make sure that I never miss a meeting and can devote my full and best attention to the YAC when I need to.This year I have never missed any meetings, special meetings and regular meetings. I try not to take on more than I think I can handle because I donâ€™t like that type of stress. All in all, I am completely sure that I can make time for the YAC and will be at every meeting. This is one of my main priorities so I will make sure I devote all my attention and time to this great opportunity when I need to.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get teens involved in the community, teen events, and City-sponsored activities in a couple of ways: 1. Part of my role of being president of CJSF was being able to capture the attention of the members of the organization, as well as attract other students at school. This was a fundamental skill that I learned throughout my term. Whether it was from sacrificing my lunch to hand out flyers, all the way to emailing/messaging every contact on my phone to contribute something CJSF was doing, I tried everything. I have learned that through incentives and social media, word gets around the fastest. When I mean incentives I think that many teens will be interested in obtaining volunteer hours. The YAC does a lot of volunteer activities, so advertising that as an added bonus to helping the YAC would attract a lot of teens. Other than that, just doing overall fun activities will help with getting more teens to end up getting involved with activities the YAC holds. 2. Part of the great thing about the club that I am part of, Gardeners of the Galaxy, was getting help from teens in my neighborhood. During the covid pandemic, my brother, his friends, and I held a planting session for kids in our neighborhood. Roughly 20-30 kids ended up showing! How we advertised? We emailed and messaged every single person we knew. After crafting an enticing message, we sent it out and many kids ended up showing up. I think that by using the skills that I have learned from these numerous events that I have been part of, I think that I can make a big impact on the YAC.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Yes I have. I attended the "Youth Advisory Committee Regular Meeting Wednesday, March 22, 2023". The main item that was an outcome of the meeting that I was interested in was the "Spring Tri-Valley Youth Committees Roundtable Event". Like many meetings I have attended this year for the YAC, volunteer opportunities have always interested me. This meeting was no different and I hope to represent the city of Dublin on behalf of the YAC the best I can at the roundtable event.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

1st Recommendation letter - NKP.pdf

Upload 2nd Letter of Recommendation (optional)

2nd Recommendation letter - NKP.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

[redacted]
Dublin, CA 94568
[redacted]

Letter of Recommendation

To: Youth Advisory Committee

Regarding: Neel Karur-Parekh

Date: March 10, 2023

From: Terri Arriaga-Sharbach

Dear Youth Advisory Council:

My name is Terri Sharbach, and I am sending you this letter because I highly recommend you consider Neel Karur-Parekh as a member of the Youth Advisory Committee.

I have known Neel for almost a year now in my capacity as his teacher in a unique class called Peer Education and Counseling or PEAC. PEAC is a class that is dedicated to the mental health and wellness of students at Fallon as well as the community at large. The uniqueness of the class has really enabled Neel to shine in all that he knows and all that he does. In my time with him I have watched him grow into a sensitive and thoughtful young person that really cares about what is happening in the world. Neel understands that actions speak louder than words.

Neel stands out because he is generally solution-oriented, yet he is still open to hearing all sides and considering all opinions. For instance, he recently created and presented a lesson plan on puberty and how the brain works. This lesson was presented to every student at Fallon with much success! Neel was an important part of the lesson development and planning. I know this because I observe how they collaborate. Neel is able to work with virtually any type of student which makes him extremely interchangeable in most situations.

In addition to his contributions in the classroom, Neel donates his time outside of school as well. Neel was instrumental in getting the support of the Parent Faculty Committee at Fallon Middle School. His charming personality combined with his precociousness has made him a favorite of the committee. It is clear that Neel is a student to watch!

Neel also cares about minority and underrepresented communities and does all he can to learn about what he can do to help. He recently reached out to me in hopes of a deeper understanding of the struggles of the LGBTQIA+ community, as he knows I am an ally.

There is so much to admire about Neel Karur-Parekh. I hope you consider him for the YAC.
Please let me know if you have any questions.

Terri Sharbach - aka Teacher Sharbach
[redacted]

Charlotte Kunde
English Teacher
Fallon Middle School
[redacted]

21 March 2023

Youth Advisory Committee
City of Dublin

To Whom it May Concern:

It is my pleasure to recommend my student, Neel Karur-Parekh, for continued service on the Youth Advisory Committee.

I am Charlotte Kunde, an eighth grade English teacher at Fallon Middle School for the past three years. While in my class, Neel has excelled as a student both academically and personally. He comes to first period every morning awake, ready to learn, and always willing to help his classmates. Consistently, Neel stands out as a positive role model and person.

Throughout the school year, Neel has maintained exemplary grades by consistently striving to improve and learn. He has stood out in my class as a strong speaker, reader, and writer, and was even chosen by his peers to present his research project on terrorism to all first period eighth grade English students, an honor only afforded to three students out of the thirty-four in his class. Neel is an outside-the-box thinker, never content with the easy answer, which he utilizes in his writing and debating. His self-discipline and leadership skills make him a strong group member who is able to work with anyone, and he seeks to make sure everyone feels included.

While Neel excels in academics, he is also an incredibly well-rounded student, constantly looking for new ways to give back to his community. At Fallon, Neel is part of the Peer Education and Counseling elective, where he assists with the mental health of other students and often presents to classes about related topics. He is also a member of the California Junior Scholarship Federation, which requires excellent grades and focuses on community service. Outside of school, Neel often volunteers with organizations such as Eden Housing and the Dublin Senior Center. I consistently see Neel make efforts to be part of and improve both the school and larger Dublin community,

I strongly recommend that you consider Neel for continued service on the Youth Advisory Committee. Neel's dedication and commitment to this city will benefit all youth in Dublin. For any further information, please do not hesitate to contact me at kundecharlotte@dublinusd.org.

Thank you,

Charlotte Kunde

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5813

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Justin

Last Name*

Dinnall

Street Address*

[redacted]

City* Dublin

State* California

Zip* 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to assist with helping the city of Dublin become a better place for everyone. One of the ways that I can assist is by joining this organization.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I am a very organized person, disciplined and Iâ€™m very dedicated to any task that I am assigned to.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that the biggest problems teens are facing in Dublin currently are bullying and Drug usage. I think the Young Advisory Committee could address these issues by spreading awareness about them and taking action against people who partake in these issues.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in the Black Student Union club at Dublin High School. I plan to play football for the Dublin High School Football team next year.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

One idea I have in mind is to have my school promote these events in their announcements. I could also go around the school myself campaigning these events to other students.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended any YAC meetings but I hope to in the future.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

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Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 23rd, 2023

Letter of recommendation for Justin Dinnall

[redacted]

It is my pleasure to be writing this letter of recommendation on behalf of Justin Dinnall. While Justin is new to my caseload, I have already noticed how kind, honest and respectful he is.

- Throughout his high school career, Justin has been involved with our Black Student Union club on campus as well as our Football Weights Program. In the Black Student Union club, the students learn about historical African American figures and movements that advocated for their people during hard times. This sparked Justin's passion for helping others around him and led him to take action by being a speaker for the Black Student Union. As a speaker, he educated his peers on african american artists who made music that had an impact then and today. Justin believes that by taking action and spreading awareness you can truly make an impact.
- During elementary and middle school, Justin was a part of the Band Program. Throughout his time in band, he learned time management skills, collaborations skills and life lessons about putting time into something to receive a good result.
- With that being said, Justin would be honored to receive the opportunity to join the Youth Advisory Committee and invest his time into something that will make a larger impact. His goal is to help make the City of Dublin a better place for the people who live here. He has always been drawn to interactions that support the people around him. By having the opportunity to be a part of YAC, he will be able to continue his support and address issues that affect youth.

Justin is a righteous and conscientious individual who has a passion for supporting the people around him. I have no doubt Justin would be a wonderful addition to your program. If you have any follow up questions, please reach out thank you.

Sincerely,

Jacey Luzzi

Dublin High School Counselor

[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5842

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Adi

Last Name*

Jain

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

For as long as I can remember, Iâ€™ve grown up surrounded by the sense of community, warmth, and belonging that defines the City of Dublin. From the luscious parks where I learned to play soccer, to the vibrant farmer's markets where I purchased baked goods, to the classrooms in which I built a passion for science and engineering, Dublinâ€™s resources and opportunities have shaped who I am today. Iâ€™m really excited to support my city by representing youth voices and advocating for important youth issues to be addressed. If selected to serve on the Youth Advisory Committee, I plan to accomplish three main goals: play a more active role in city-organized events, create opportunities for youth voices to be heard, and develop initiatives to address issues affecting the well-being of youth in our community. Iâ€™ve always been interested in organizing and coordinating events! After participating in incredible YAC-organized events like the Mental Health Forum and the Youth Hackathon & Startup Pitch, I want to become an organizer, such that I can plan even more impactful events for my community. With my experience in event planning and my passion for making a difference, I believe I can help make Dublin an even better place to live and grow up in. I also want to be a spokesperson for youth and represent their ideas, opinions, and perspectives in front of a city-wide audience. As a young person myself, I understand the importance of being able to express one's opinions and perspectives. By being a voice for the youth community, I hope to bridge the gap between generations and help our city leaders make informed decisions that benefit all of us. I also want to encourage my peers to become more civically engaged and learn about initiatives and issues that impact all of Dublin. Lastly, I want to translate issues, like mental health and academic pressure, into actionable solutions that benefit my friends and peers. By bringing awareness to these issues and advocating for change, I want to create a more supportive and inclusive community where everyone can thrive. I think that as a member of the Youth Advisory Committee, I can make a real difference in the lives of young people in Dublin and give back to a community that has supported me so much.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I think I would be a strong candidate for the YAC because Iâ€™ve showcased experience in being a trailblazer, problem-solver, and community-builder. Iâ€™m excited to support my community and create new opportunities to boost youth civic engagement. As a trailblazer, Iâ€™m not afraid to voice new ideas and brainstorm new initiatives, especially if itâ€™s something that Iâ€™m passionate about. Three years ago, I came up with the idea of organizing a neighborhood food drive such that all of my neighbors and community members could have a chance to give back to the community. After conducting my first food drive in 2020 and collecting 182 pounds of food, I continued directing the food drive and expanded it into even more communities while also accepting cash and toy donations. Along the way, my team and I collected over 60 toys and $700, all of which supported the Luso American Foundation. I also like to consider myself an avid problem solver! I love competing in hackathons and startup competitions because they give me the chance to identify problems in my community and apply my technical skills towards solving them. Iâ€™ve participated in over 20 hackathons and won 1st place in 7 of them, one being the Dublin Youth Hackathon & Startup Pitch! Some of my past projects are CoronaConnect: an app that showcases the safety, cleanliness, and hygiene levels of public places on a map, and Rebottle: an app that connects people interested in recycling bottles with volunteers seeking service hours. Lastly, I am a community-builder both in and out of the classroom. I like to apply my creativity towards starting projects and initiatives that bring people together to work towards a common goal. One example of this is my work on my robotics team, where I took on the responsibility of being the Community Service Lead and planned many events to raise money for the team, as well as outside organizations. My favorite event was one that I did at the SF Premium Outlets, where my team and I gift-wrapped presents during Christmas time in exchange for a donation to our robot. We also set up a stall to teach kids about robotics and technology, and I showed many young children how I built all of the different parts and what the process is like to code the functionalities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

One of the main issues that teenagers in Dublin are dealing with is academic pressure. This pressure is often linked to high expectations from parents and teachers, as well as the competitive nature of school environments. The YAC can help address this issue by promoting good mental health and offering stress-relieving activities. This could involve organizing workshops on mindfulness and meditation, as well as encouraging teens to take part in physical activities such as yoga and sports. Additionally, the YAC could implement a mentorship program where college students who grew up in Dublin can give back to the community and provide guidance to younger students who may be struggling. Another challenge that teens in Dublin are facing is financial literacy. Many teenagers are not taught basic financial skills, such as how to open a bank account, manage a budget, or invest money. To address this issue, the YAC could organize financial literacy workshops that cover these topics. They could also partner with local banks to help teens open their own accounts and educate them on the different types of accounts available. Furthermore, the YAC could encourage teens to save money by offering incentives such as prize drawings or small rewards. Finally, many teenagers in Dublin struggle with college and career preparation. This can be especially difficult for those who come from disadvantaged backgrounds and may not have access to the same resources as their peers. The YAC can help by offering mentorship and guidance to these students. This could involve connecting them with local professionals and business owners who can provide insights into different career paths. The YAC could also organize job fairs and internship opportunities that are accessible to all students, regardless of their socio-economic status. By taking these steps, the YAC can help ensure that all teenagers in Dublin have equal opportunities to succeed.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

One of my favorite most favorite activities is cross country! I consistently attend daily conditioning and practice sessions, showing my dedication to improving my physical fitness and endurance. Iâ€™ve participated in multiple invitationals as a runner for DHS, competing against other schools and representing the team with sportsmanship and a positive attitude. Another activity that Iâ€™ll continue to be involved in is robotics! This season, I designed and built eight mechanical and electrical components for our robot, resulting in a successful and functional robot that met competition standards. Additionally, I led community service initiatives for the team, such as a gift-wrapping fundraiser at the SF Premium Outlets, to give back to the community. I also mentor my younger team members on the best practices for building and maintaining mechanical and electrical components for the robot. Apart from these extracurriculars, Iâ€™m learning to play the guitar in my free time, taking lessons from Guitar Center in Fallon Gateway. Iâ€™m also learning Hindi through the Duolingo app to communicate better with my family back in India. While I am committed to all of these extracurriculars and hobbies, Iâ€™m equally committed to being an active member of the YAC. I can adjust my schedule to ensure that I can attend all meetings and participate in any activities that are scheduled. By doing so, I hope to contribute to the YAC's mission and make a positive impact on the community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

lâ€™m super passionate about community involvement and impact, and lâ€™m positive that there are many ways that we can encourage other youth to become actively involved in the community, events, and city-sponsored activities. One way to get other teens involved is to use social media platforms like Instagram, TikTok, and Snapchat. The YAC could run youth-specific social media accounts that are dedicated to promoting community events and activities. These accounts would include information about upcoming events, details about registration, and other relevant details. I would also use these platforms to highlight the benefits of getting involved, such as meeting new people, developing new skills, and giving back to the community. Another idea is to organize events that are specifically designed for teenagers. I know that Dublin has already hosted Teen Job Fairs and the Mental Health Forum, but I would take these initiatives a step further, like organizing a community service day where teens can come together to work on a project that benefits the community. We could also organize teen de-stressing events such as yoga classes, meditation sessions, or art therapy workshops so that teenagers can relax and take a break from school. Lastly, I would work with local organizations and schools to create partnerships that would help to promote community involvement among teenagers. One idea is to reach out to local schools and clubs to create a network of teen ambassadors who could help to spread the word about community events and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

lâ€™ve attended a couple of YAC meetings over the past few years related to the Youth Mini-Grant Program and the 2023 Hackathon Event Work Plan. I believe both of these meetings took place in the fall time!

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Adi Jain - Rec Letter.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

03-23-2023

To Whom it May Concern:

This letter is in reference to Adi Jain. Adi is currently a student in my 6th period 9th grade biology class. Adi has missed a number of class periods this year due to various reasons. Adi maintains decent grades overall. His biology grade has been A/A- level thus far.

Adi is a nice young man that works well with other students. He is a quiet student that does not require much in the way of extra help. Any extracurricular activities that give Adi an opportunity to interact with others will benefit his personal development.

My classes are pretty student-directed so once I get the students pointed in the right direction they are on their own initiative to complete the assigned work. Adi has no problems working independently and in groups.

I recommend Adi with modest reservations for the Youth Advisory Committee. My modest reservations are due to his attendance. I have no reservations about Adi's capabilities and moral character.

Feel free to contact me with any questions.

Mike Halket

Dublin High School

Science Faculty

[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5781

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Yma

Last Name*

Santos

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I currently serve as a City of Dublin Youth Advisory Committee member. During this time, I have learned a lot through my involvement and have found a new appreciation for our unique city. I love having the opportunity to impact my community on a larger scale. For instance, I helped plan and lead the Youth Mental Health Forum in 2022. I saw how impactful this discussion was on the students and parents that attended. I want to continue serving as a City of Dublin Youth Advisory Committee member to continue making a difference in my community. Together, I believe that the members of the YAC can encourage a positive environment and set an example to our peers by dedicating our time to this common goal.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Through my schoolsâ€™ Leadership programs as well as the Youth Advisory Committee, I have been able to utilize my leadership abilities, strong work ethic, dedication, organization, and communication skills. I am willing to take initiative in this program by volunteering and taking on important tasks. My passion for providing service allows me to work diligently with others to form and organize incredible events for our city.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Teens in Dublin are currently finding their identity. One aspect of their identity may include their cultural background and ethnicity. The YAC could prepare a multicultural event that helps teens reconnect with their roots. We may be able to partner with clubs and schools to implement performances, booths, vendors, and more to enrich the experience and educate others.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved with DubLead, the Leadership program provided by Dublin High School, and several clubs that usually meet during school hours. Outside of school, I practice martial arts around two times a week. However, my schedule tends to be flexible, so I will be able to devote time each month to YAC meetings and activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Our community, teen events, and City-sponsored activities are amazing for teens to get involved in, so I try my best to get my peers interested by using social media and promoting through school. For the Youth Mental Health Forum, I reached out to my teachers to announce the event, and I spoke to my classmates about it. I reposted flyers from the City of Dublinâ€™s Instagram to my social media page and did my best to spread the word.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I recently attended a YAC meeting on March 22, 2023. I was interested in the Dublin Benefit Concert and Hackathon Event. Both events seem to be proceeding well, as they have finalized some of the logistics of the event. They met after the YAC meeting and continued discussing the two activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Yma Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL
A GOLD RIBBON SCHOOL
8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 17, 2023

To Whom It May Concern:

It is with my sincerest pleasure that I am writing in recommendation of Yma Santos as a potential candidate for the Dublin Youth Advisory Committee. I have the honor of being Yma's English teacher in her freshman English class (2022-2023), and I am pleased to inform you that the qualities she has shown in my class speak to her ability to make positive contributions to her future endeavors in your committee, as well as in our society as a whole.

Without a doubt, Yma stands out to me distinctly, as she excels in our class, participates frequently, and is one of my top students. She always arrives to class with a mature and positive spirit and a constant curiosity to learn. She is a memorable student, because she is always thoughtful, puts a great deal of effort into her writing, and truly strives to understand the literature we scrutinize as a class. She excels in her analysis of our literature, such as *Animal Farm* and *Of Mice and Men*. Her writing is sophisticated and demonstrates her capabilities as a creative, complex thinker. Additionally, each day, as we launch into the day's activities, Yma demonstrates her careful preparation through her detailed and well-thought-out responses. In her essays, Yma organizes her claims effectively and provides complex analysis of literary devices. Her observations are sophisticated, and she is one of the top scorers in her class. In all of her assignments, also, Yma demonstrates her close attention to detail. She consistently goes above and beyond, providing multiple detailed descriptions of her reasoning for her responses. An example of her strength as a thoughtful, meticulous writer comes in the form of her persuasive speech vouching for implementing mandatory second-language classes in schools, starting in

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A GOLD RIBBON SCHOOL
8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

elementary school. Yma made very strong, convincing claims backed by multiple credible sources, and she framed her argument using creative metaphoric language. Not only did she craft a strong speech; she also was an excellent presenter and captivated our class with her powerful voice and stance. Her calm, composed demeanor and thoughtful consideration of others' ideas while asserting her own opinions gives me the impression that she would make an ideal leader and contributor to your committee. Clearly, she puts a great deal of effort into her work, and the content she generates mirrors her ability to engage closely with the texts and concepts we discuss in class. In addition to her strong academic strengths, Yma works well with her peers in group assignments as well as discussions, and she often naturally takes on the role of a leader. Her peers often seem to ask her for her insight and guidance. She also never hesitates to ask me questions and for additional feedback, which she readily applies to her work. Additionally, I observe that Yma habitually participates in school-wide events and utilizes her position within the Student Leadership Program on campus to be a strong role model, spread positive messages to her peers, and build school spirit. With her strong academic and interpersonal skills, Yma is a wonderful candidate for your Youth Advisory Committee. Please do not hesitate to accept her!

Sincerely,



Carmen Chan

Dublin High School English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5841

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

William

Last Name*

Chen

Street Address*

[redacted]

City* Dublin

State* California

Zip* 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

The Quarry Lane School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the Dublin Youth Advisory Committee to make a positive impact on the community. By being part of the YAC, I will be able to work on initiatives that are closely tied to teens and youth as I have experienced these issues firsthand. Moreover, I seek to bring together different areas of the community. As a student from a private school, I am able to provide a unique outlook on city affairs, in a community that is underrepresented. Moreover, I have attended events such as the Teen Job Fair, which provide a great sense of community involvement and interconnectedness, and I would like to expand these events and give others the chance to experience them as well. In addition, I am also interested in the working of the local government, and to learn more about the way decisions are made. With a greater understanding, I could empower others to exercise a role in government.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

As a leadership member on my school's robotics team, I have strong leadership and communication skills, developing a curriculum for new members and providing individual support. I also communicate closely with other members from different areas of the team to ensure that our team can have a unified effort to make progress. Moreover, as the Director of Technology for the Youth Economics Initiative, I assist in hosting events such as EconBowl and EconOlympiad, which reaches over 31 regions around the world with 89 participating clubs. As a part of this, I communicate with various schools and organizations to improve our reach in economics. Most recently, we have partnered with ASDAN to establish a collection of clubs in China. Moreover, I am very dedicated and am able to continue in long-term commitments. I have been a part of the swim team for four years, and attended practices nearly every weekday. Additionally, I always strive to come up with solutions to any problems I encounter, staying late to alleviate any issues that come up before a robotics competition.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe teens in Dublin are faced with mental health issues and a lack of community involvement. There are many outlets in which YAC can address these issues, particularly through community events and by providing opportunities for teens to get involved in activities of their interest. Often, teens have issues talking about their mental health, and events to increase awareness will allow teens to learn more about various support structures they can rely on. By providing support for teens, YAC can develop a sense of belonging to discuss their mental health struggles and experiences. Moreover, teens have trouble finding opportunities that align with their passions and interests. YAC could promote volunteer opportunities and long-term projects that allow teens to develop a sense of responsibility and provide great value to the city. Additionally, partnerships with local organizations and hosting workshops would provide teens with a sense of career paths they could take, and a chance to engage in their passions.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the 2023-2024 school year, I will be involved in my school's robotics team and swimming. Aside from these activities, I will be able to attend and take part in YAC meetings and activities after school and during the weekends.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in community events and activities through channels such as social media and school mediums. By advertising events in public spaces and forums, I can reach out to a large number of people. More specifically, my participation in clubs and teams fosters close-knit groups that have similar interests, allowing me to provide more targeted appeal to a group of students with more niche interests.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have recently attended the Dublin City Council meeting on March 21, and was interested in the authorization of the affordable housing agreement. By implementing an expansion of transportation and housing improvements, I believe this will be a good step in the city's welfare.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Untitled document-1.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File | No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

The Quarry Lane School

Jr. Kindergarten-12th Grade
6363 Tassajara Rd.
Dublin, CA 94568
P (925) 829-8000 **F** (925) 829-4928
www.quarrylane.org

March 24. 2023

Dear Youth Council Selection Committee,

I have had the opportunity to teach William in AP Chemistry and it is a pleasure for me to recommend him to the Dublin youth council. William is a highly dedicated student who shows great enthusiasm for his coursework and extracurricular activities. He is responsible, highly motivated to succeed, and will be an excellent addition to your program.

William is very involved with his high school and their activities. In addition to taking advanced courses (like AP chemistry) he is involved in many clubs and school events. Many of his school and extracurricular activities focus on volunteer work and leadership, which will make him an excellent candidate for your program. He has taken on leadership roles in the youth economics initiative, tutoring, and in his activities at school. William is responsible, keeps his commitments and will be an excellent member of your teen council.

William and I have discussed his interest in this program including why he is applying and what he is hoping to gain from this experience. William seems genuinely interested in the teen council and is very excited about contributing to the program. He is hoping to gain a sense of the workings of a local government and to have the chance to work on projects and initiatives that would benefit others in the city by bringing together different areas of the community. He is also hoping to gain additional leadership experience to help him succeed in his other activities as well.

I am certain William will be an enthusiastic contributor and dedicated participant to your youth council and I highly recommend him to your youth council. Please don't hesitate to contact me if you have any questions at [redacted]

Sincerely,

Dr. Kimberly Souder
AP/IB Chemistry Teacher
Quarry Lane School, Dublin

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5742

Date Submitted: 3/22/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Danica

Last Name*

Molnar

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I believe that student voices are equally important when it comes to future planning of our community. I've wanted to challenge myself farther to see how much of a difference I can make. Opportunities for teen voices to be heard is not something people consider, therefore it's important for people like us to be present at these meetings to be heard. By joining this committee I'll be able to educate myself on my city but also have input as it grows.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I have experience with leadership and school rounded activities. I'm a member of the leadership program at my current high school (Dublin High School) and I always get a true idea of what our students feel about certain changes to either our school or Dublin as a whole. I also bring diversity and variety to YAC. I transferred to DHS when I was a freshman and at my old school (Moreau Catholic High School) I was a part of student government and was elected into a co-curricular officer (CCO) position. With these past positions, I possess the ability of problem solving. I'm able to see each side of the problem to create the best solution while including everyone's desires and needs.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Some issues for Dublin teens include the lack of accessibility to cultural inclusivity. There isnâ€™t a big outlet for the variety of ethnic groups to showcase their culture. The YAC could address this issue by creating opportunities for expression, i.e. activities or social media posts and campaigns that target those individuals. A well rounded community would include a path to highlight the many cultural groups within Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I'm currently doing sports in and outside of school. I'm on the Varsity Dance Team at DHS as well as fencing and ice skating lessons. As far as I know, meetings are Wednesday at 7pm but can change according to more pressing matters. My schedule is flexible enough to include time to YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

A big way to reach our teens with Dublin affiliated events is through social media. Another way to include teens in events is to give out sought after prizes. Some ideas could include iPods, driving classes, or scholarships. We could even showcase them in the community via public recognition posts in media or posters/banners around the city. Directly involving teens with something that they are already affiliated with can be very effective too. One idea I have would be to highlight a sports team and scholar athlete.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I haven't attended any prior meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

YAC Letter App..pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

To Whom It May Concern:

I am honored to be writing a letter of recommendation for Danica Molnar. Danica is a student of very high character, and her ability to work with others and project lead is something that has been beneficial to our campus and our community.

I have had the pleasure of knowing Danica this school year, and she has been a part of many aspects of our campus to improve not only student experiences, but also doing things for the community by organizing drives, or working with local non profit organizations to benefit the community in a variety of ways. Danica also has been very involved in team aspects as well whether it's with cheerleading or dance. On campus she is also known as a mentor for incoming students.

While working in groups Danica has taken on both the leadership and contributor role in that setting. I have seen her be the head of her committees and be successful, but also very good with following directions to benefit the overall final product. Danica is seamless in both roles and is a joy to see.

Danica is also a very organized student and it's obvious what projects she has been involved with. She understands the process not only of seeing a project through, but alo making sure that all parties involved understand their role, and assisting where needed. Danica truly is the definition of a leader on our campus, and in our community

I highly recommend Danica for your committee, her determination and goal setting is a great example of what she can bring to your program. Her leadership skills will leave a lasting impact with not only our school, but our community as well.

Sincerely,

Michael D'Ambrosio
Leadership Teacher
Dublin High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5843

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Nithila

Last Name*

Sadheesh

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee because I greatly appreciate the community that I have found in the people of Dublin and I want to give back to our community by providing my perspective and ideas on events, activities, and programs and introduce new ones as well. It would be an honor for me to represent the people of our city because, through my five years of living here, I have seen that our community is a group of compassionate and hardworking people who will be able to connect more through various activities throughout our city. I believe that I possess many essential skills that will help me to accurately represent the needs and potential opportunities of our community. As I further explain in the following question, I believe I can communicate effectively, lead efficiently, and persist through difficulties.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

First, I possess effective communication. When I have ideas or suggestions I am able to express them in an understandable and complete manner. When I present these ideas to the other members of the YAC, I will be able to actively make improvements while wasting no time in confusion. We will be able to work efficiently and solve problems quickly. Going hand in hand with communication, I am an active listener. I make sure to fully comprehend the message of whom I am speaking with because I believe communication and listening is required to foster a great, collaborative environment in which all voices are heard. Next, I possess strong leadership skills. I have always enjoyed helping lead discussions in my classes as well as guiding and mentoring other students. Through my experiences in leadership I have learned the importance of breaking down larger projects into smaller ones and motivating others to complete these tasks. I find this easiest to do by organization, such as by scheduling tasks and events on a calendar. Additionally, I have learned that if any difficulties arise, it is important to quickly address the issue efficiently. Therefore, I am able to create an environment of smooth and progressive cooperation.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I think a major issue teens in Dublin are currently dealing with is pressure due to schoolwork. This issue can and has had many severe impacts on students such as by affecting their mental health and affecting their social/physical lives as well. I think YAC could help these teens by creating a system of study groups. I would love to arrange groups of students who are possibly struggling in a specific class to meet together after school on campus, such as in the ARC of DHS to be able to learn from and teach each other. I think another way to help alleviate stress/tension of schoolwork for teens is to have fun events. These events can also help teens bond as it has been proven that connectivity can help people cope with stress and take a break from events/difficulties. I think a great way YAC could do this is through bonding events.These could be fun activities like water balloon fights, dodge ball games, and musical performances. I believe another issue teens currently deal with is confusion about their passions and what they want to do in the future. I myself know from experience that being a teen is a huge jump from being a middle schooler and you feel as though there you need to have more clarity on what you want to do with your life. To help with this, I think YAC can hold fairs for specific fields, such as a STEM fair where teens are able to hear from professionals in the field as well as get some hands-on experience, like by building a small robot. There could also be medical fairs, culinary fairs, etc.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently, I participate in several STEM related activities like Hackathons and coding competitions. I am also part of STEM clubs at Dublin High School including Girls Who Code and the Math Club. Another one of my major activities is piano as I consistently take piano tests and participate in competitions. During the 2023-2024 school year, I plan to continue to participate in my current activities as well as obtain leadership positions in the clubs I am in. As I am very interested in piano and enjoy teaching others, I am planning to start tutoring young kids in piano. I will be able to devote time each month for YAC meetings and activities as it will be one of my top priorities. I understand that I will be representing a large group of people and want to perform my best by being present and actively attending meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

As many teens are actively on social media, I think it would be a great medium we could use to reach them. I would make sure that there are consistent, timely posts with detailed information on upcoming events and opportunities. In addition, I believe putting up posters around schools will be a great way of informing teens as they will be able to see it on their way to classes. Another way I would appeal to teens is through prizes. For example, if we hold bonding activities such as the dodgeball games I mentioned earlier, there could be a snack prize for the winning team. Most importantly, I will push for activities that will directly help the teens in our community so that they themselves will be eager to participate in these activities and events.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended a Dublin council meeting so far, but I plan to do so in the future.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Nithila Sadheesh YAC Letter of Rec 2023 - Google Docs.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 925-833-3300FAX 925-833-3322

All Dublin Students Will Become Lifelong Learners

PRINCIPAL

Maureen Byrne

ASSISTANT PRINCIPALS

Kevin Cushing

Lisa Diaconis

Whitney Dwyer

Diane Santamorena

Andrew Waranoff

March 23rd, 2023

To Whom It May Concern,:

It is with great pleasure that I am able to write this letter of recommendation for Nithila Sadheesh. I have known Nithila for eight months as a current student in my English 1 course. My goal for this letter is to highlight and expound on her attributes that will make her a valuable and successful addition to Dublin's Youth Advisory Committee.

I believe that I am able to shed light on Nithila academically and socially because of the level of interactions we had throughout the past year. She is an incredibly driven individual and does not shy away from asking for help when necessary. She shows empathy for others in collaborative work; her willingness to step up as a leader, and at the same time, her willingness to let others lead is readily apparent in class. Nithila is often the group leader in activities and helped her groups engage in discussions. She consistently puts in effort in all that she does and the quality is evident in her grades and rapport with me and her peers.

Nithila possess strong communication skills and seeks ways to come to a consensus and/or a solution. She creates a space that is inclusive and fosters teamwork on collaborative assignments where each member's voice is heard and valued. When she has questions or concerns, she presents her query and is patient and thoughtful in her responses. In this light, Nithila shows a tremendous amount of initiative and personal drive to succeed. She is self-driven and motivated to meet her goals and I believe this is a quality that will serve herwell in the future.

Please feel free to contact me to shed more light on Nithila's academic potential and beyond.

Sincerely,

Ramany Sim Kaplan, RLLS
English Teacher, The Shield & FMP Advisor
Dublin High School, Dublin Unified School District
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5762

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Arya

Last Name*

Ferozy

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

Senior

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would like to become a member of the Youth Advisory Committee because I believe that I have the skills and knowledge required in order to provide useful input to the various programs and activities within Dublin and make the city a better place. Through my knowledge gained from taking several advanced social studies classes and experience as a member of the youth within the city, I believe that I can assist in recommending changes and promote further contribution between the youth of the city to the development of the city itself. I believe that there are several issues which apply to both adults and youth in the city that have been brought to my attention and should be brought to the city next. Being a member of the Dublin YAC would be an honor, as it would provide me with the necessary leadership skills to lead a good life of prosperity to myself and others. Being provided with a position at the Youth Advisory Committee would strengthen my leadership skills and strengthen my ability to connect with the needs of a community, which I feel is a necessary skill that one will utilize over a lifetime and is worth improving.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

As a member of the youth in Dublin, I am able to connect to the teenage/high schooler community and bring up issues which youth and even adults strongly advocate for. These issues, such as the road system within Dublin and investment into the youth are issues which I talk about in a future question within this application. In addition to my skills, being a student of my AP Human Geography class at my school and being a student of other social studies programs has allowed me to learn about several aspects of different subjects including economics, urban settings, suburbia (which I feel strongly appeals to Dublin and could be changed to an extent to warrant higher economic growth within the city), and agriculture and how it applies to the growth of a city. We have also learned about the growth of cities and different models of growth. Combined as a whole, I feel that all of these aspects of knowledge would prove to be imperative in proper evaluation of how a city should develop and correct its issues. I believe that it is important to congregate with other youth in order to figure out how to make change and properly expand upon these ideas, which is a mindset that I find necessary to be a member of the YAC. As far as leadership, I am the creator of the new Bay Area Youth Astronomy Society which is currently looking for ways to expand its reach to the community. This task is one that requires a good set of leadership skills, which I feel is especially applicable to the YAC. I hope to create new clubs at Dublin High School to reflect the interests of the Society and other hobbies such as photography, which I have taken strong liking to.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

There are several issues within Dublin that affect teens which must be corrected if the city is to maintain its prosperity not only for itself but its inhabitants. First of all, this includes a lack of entertainment for youth. In Dublin, there are rarely any enticing entertainment or leisure activities that typically results in residents leaving the city to enjoy themselves elsewhere. In order to benefit the city and the time of its inhabitants, I believe it would be most beneficial to invest into attracting entertainment business and leisure businesses within Dublin. This will create profits for the city and increase the satisfaction of the youth within the city, ultimately serving well for all parties involved in the investment. Secondly, the unreliable system of public transportation which is tied to the system of faulty roads within the city and enforcement of road laws is something that must be addressed. There are few major roads which connect west and east Dublin, causing traffic congestion and severe crowding. This is a very significant hazard as it promotes the risk of a car accident which is already a risk for new high school drivers. In addition, there are several damaged roads across east and west Dublin, which is something that needs to be corrected in order to prevent accidents and vehicular damage for inexperienced drivers. Within the public transportation of Dublin, I believe it is necessary for certain drivers to be reevaluated, as from firsthand experience several drive very dangerously, not even checking mirrors and nearly driving straight into people. This poses a major risk to teens commuting to school early in the morning in their own vehicles and teens which use the public transport system for their commute to school. The prevalence of dangerous drivers on the road in Dublin is something that warrants higher levels of police patrols in order to ensure that unaware drivers donâ€™t cause accidents, especially in the higher density areas during rush hour. There are several more issues within the city that the youth of Dublin would like to see corrected, and I believe that my position on the Youth Advisory Committee would allow me to create a necessary platform for those views and help to create solutions.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently a member of several clubs in Dublin High School, serving as a member for the Two Birds club which aims to assist in the funding for a school in Sierra Leone and the Dublin Interact club which aims to involve students in community service. In addition, I am also a staff writer for the schoolâ€™s Dublin Shield which aims to create articles on student life and generally interesting topics on a wide range. I will also be popularizing the new Bay Area Youth Astronomy Society as its leader and possibly go on creating a community dedicated to photography. I will be able to devote time each month to attend YAC meetings and activities. which is necessary to the development of youth within the city.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would promote community activities through several clubs in the school which are oriented around community service. This involves bringing it to the attention of clubs like Dublin Interact which aims to have students be involved in community service. I would also spread as much information as I can through my own social media, engaging with several teens from the high school and encouraging involvement on a wide range.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Unfortunately, I have not recently had the opportunity to attend a recent meeting in the city.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

YAC Letter of Rec Halim.pdf

Upload 2nd Letter of Recommendation (optional)

YAC Letter of Rec Rod.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ♦925-833-3300♦ FAX 925-833-3322

All Dublin Students Will Become Lifelong Learners

PRINCIPAL

Maureen Byrne

ASSISTANT PRINCIPALS

Kevin Cushing

Dianne Santamorena

Andrew Waranoff

Lenni Velez

Jenn Nickl

Whitney Dwyer

To whom it may concern,

Since meeting Arya Ferozy in my AP Human Geography I have gotten to know him extremely well. Arya developed into a fine young person with great potential for personal growth and success. From the moment I meet Arya to this point, I have seen him establish the building blocks for his future and the successes he will obtain. At the outset of our first meeting, I felt as if he was a bit indecisive however, that sentiment was soon replaced with respect and admiration for his quiet confidence. I am extremely proud of Arya's growth over the last year. He continues to mature into an individual that has developed deep empathy and extreme perseverance as seen through his hard work and dedication to his passions.

Arya continually developed the important trait of hard work and community building since the moment I met him in AP Human Geography and each moment after. He continually fosters a desire to become an active participant in his community through this hard work. It is his work with multiple clubs and organizations at Dublin High School like the Two Birds, the Dublin Shield, Dublin Interact, and the Dublin Biomed Academy that I see massive growth and passion. I am truly in awe of the amount of maturity that occurred over this past year; most of which I believe he acquired through a sense of community that he achieved while working with each of these clubs and organizations. It has not only been Arya's individual growth but his sense of community as a student that contributed to his individuality.

Arya shows continued dedication to working on his passions as he plans on continuing his education and pursuing degrees and/or positions in the fields of aerospace engineering, biomedical engineering, or going to medical school. The dedication shown by Arya is to be extremely commendable and evident through his achievement of a 3.8 grade point average and Academic Block D Award. This dedication to his passions has been a cornerstone of Arya's academic success. By finding his passion Arya has been able to find classes, clubs, and organizations that he can join and then help improve. Dedication, passion, hard work, and his sense of community are just a few of the attributes that make Arya not only a wonderful student but an amazing individual and candidate.

It is with great pleasure that I write this letter of recommendation for Arya Ferozy. I know he has the ability to not only thrive and achieve at the Dublin Youth Advisory Committee but repay this opportunity by tremendously adding his own hard work and dedication to the Dublin Youth Advisory Committee.

Thank you for your time.

Gregory Rodriguez, M. Ed.
[redacted]
Dublin High School
Social Science Department
AP European History, AP Human Geography, World History

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

To Whom it May Concern,

I am pleased to be writing this letter of recommendation on behalf of Arya Ferozy and his application to the Youth Advisory Committee.

I have had the pleasure of getting to know Arya this 2022-2023 school year as his AP US History teacher. Although I have known Arya for only a short time, he has thoroughly demonstrated his dedication towards his education. He has consistently shown that he is a well-rounded and conscientious young man, who will no doubt accomplish many great things in his lifetime.

Success in the AP US History course requires seriously committed students who are willing to work far above the level required in a regular high school history class. The expectation is that students come prepared, participate in a constructive and cooperative manner, and shoulder the responsibility for the class work in a mature and diligent way. Arya has exceeded all these expectations.

Arya also contributes regularly in group settings. His leadership, communication, and other interpersonal skills help those who work with him feel comfortable and motivated to raise their level of participation.

It is for all of these reasons that I am confident that Arya will serve this committee and his community well.

Sincerely,

Lisa Halim, MA Ed
[redacted]
Dublin High School, Social Studies Department

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5817

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Braden

Last Name*

Ou

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

The Quarry Lane School

What grade will you be in during the 2023-2024 school year?*

12th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I am eager to become a member of the City of Dublin Youth Advisory Committee for several reasons. Having already served on the YAC for one year, I have experienced the importance of this platform in giving the youth a voice in community affairs. I believe in the power of youth engagement and collaboration, and I see this as a valuable opportunity to contribute to the community, make a positive impact, and further develop my leadership skills. Additionally, as a student of Quarry Lane School, I recognize that our school is underrepresented in the broader Dublin community due to its smaller population. By being a part of the YAC, I can bridge this gap and bring a fresh perspective to the committee. I am in a unique position to represent Quarry Lane School's interests and ensure our voices are heard, fostering a more inclusive environment for all Dublin schools. Moreover, my connection to Quarry Lane School allows me to promote YAC activities within my school community, encouraging more students to participate in and benefit from the initiatives and programs organized by the committee. This increased involvement will not only enrich the experiences of Quarry Lane students but also contribute to the diversity of perspectives and ideas within the YAC, ultimately benefiting the entire Dublin community.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I possess several skills that make me a strong candidate for the Youth Advisory Committee . My experiences in various leadership roles have equipped me with the ability to collaborate, communicate effectively, and work towards common goals. As the president of ABLE, a nonprofit organization that won the Organization of the Year award from the City of Dublin, I have demonstrated my capacity to lead and manage a team effectively. This experience has allowed me to develop strong organizational and problem-solving skills, which I can apply to any projects and initiatives within the YAC. In addition, serving as the co-project manager of the Financial Literacy Project at the Dublin Mayor's Council has taught me the value of educating youth on essential life skills. My involvement in this project has honed my ability to plan, execute, and evaluate educational programs, which would be invaluable in creating and implementing initiatives for the YAC. As the software leader of my school's 100-member robotics team, I have gained hands-on experience in managing a large group and working collaboratively to achieve a common goal â€“ in this case, building a functional software for our robot. This experience has further strengthened my leadership and teamwork skills, making me an effective member of the YAC. Finally, I have a massive dedication for serving the public, which is evident through my achievement of the Gold Presidential Volunteer Service Award for over 250 hours of service. This passion for giving back to my community demonstrates my commitment to making a positive impact and ensures that I will be a highly engaged and proactive member of the YAC. Overall, my leadership skills, project management experience, teamwork abilities, and dedication to volunteering make me a well-rounded and strong candidate for the City of Dublin Youth Advisory Committee.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that teens in Dublin are currently dealing with several issues, one of the most pressing being the lack of mental health care. In my experience at the Quarry Lane School, I have observed that my peers and I are often overwhelmed by the amount of work we need to complete on a daily basis. Similarly, from my friends at Dublin High School, I have learned that they too struggle with excessive homework, with some even staying up until 2 am regularly to complete their assignments. This kind of workload is extremely unhealthy, and it significantly impacts the mental well-being of Dublin's youth. To address these issues, the Youth Advisory Committee can play a crucial role by organizing events and initiatives focused on mental health support and awareness, such as the mental health panel that brings together experts, educators, and students to discuss the challenges faced by teenagers and provide valuable resources, coping strategies, and support. In addition to the mental health panel, the YAC could promote self-care practices among teens by organizing workshops and activities centered around mindfulness, stress management, and healthy habits. Furthermore, the YAC could advocate for more balanced academic workloads and collaborate with schools to implement policies that prioritize students' mental health. By addressing these issues through a combination of awareness, support, and advocacy, the YAC can make a significant difference in the lives of Dublin's teens, ultimately fostering a healthier and more balanced environment for our community's youth.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the 2023-2024 school year, I will be involved in several activities. These include leading my nonprofit organization ABLE, serving as the software lead for my school's robotics team, and applying to serve as a project manager for the Dublin Mayor's Council. Additionally, I will be participating in an internship with Alameda County Supervisor David Haubert to teach coding. Despite my engagement in these various activities, I am confident that I will be able to devote sufficient time each month for YAC meetings and activities. My commitment to the YAC is evident in my current term, where I have made it a priority to attend as many YAC meetings as possible. I understand the importance of being an active and involved member of the committee, and I am dedicated to balancing my responsibilities to ensure that I can contribute effectively to the YAC.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

To get other teens involved in the community, teen events, and City-sponsored activities, I would implement a multi-faceted approach that combines effective communication, incentives, and highlighting the importance of these events. First and foremost, raising awareness about the events is crucial. Ensuring that teens in Dublin know about the events is absolutely necessary for their participation. This can be achieved by distributing flyers and sending emails to schools in Dublin, as well as utilizing social media platforms that are popular among teens. By reaching out through multiple channels, we can maximize the visibility of the events and attract a larger audience. Next, offering incentives is an excellent way to encourage teens to attend these events. In my experience, providing food and beverages, such as boba, can be a great motivator for attendance. Additionally, organizing a raffle with attractive prizes can further entice teens to participate. By combining these incentives with engaging activities, we can create a fun and inviting atmosphere that appeals to a wide range of interests. Finally, it is essential to communicate the importance of these events and showcase their potential benefits for the participants. By highlighting how these activities can contribute to personal growth, skill development, and community engagement, we can encourage teens to take part and become more active in their community. By utilizing this comprehensive approach â€“ raising awareness, offering incentives, and emphasizing the significance of these events â€“ we can effectively motivate and engage more teens in community activities, fostering a sense of belonging and promoting a culture of active participation within the City of Dublin.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I recently attended the volunteer recognition event held on March 1st, 2023. During this event, I was excited to learn that my nonprofit, ABLE, had been nominated for the Organization of the Year award for the City of Dublin. This nomination was a significant achievement for our team, and I was eager to see if we would be awarded this prestigious honor. I was thrilled when it was announced that ABLE had won the Organization of the Year award. This outcome was of great interest to me, as it validated the hard work and dedication that our team had invested in making a positive impact in the community. The recognition also serves as motivation for us to continue striving for excellence and making a difference in the lives of those we serve.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Braden Ou - YAC Recommendation Letter.pdf

Upload 2nd Letter of Recommendation (optional)

Recommendation Letter sent by Ashley McWilliams.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

The Quarry Lane School

Dublin Campus:
Jr. Kindergarten-12th Grade
6363 Tassajara Rd.
Dublin, CA 94568
P (925) 829-8000 **F** (925) 829-4928

Pleasanton Campus East:
Infant/Toddler, PreS and PreK
3750 Boulder St.
Pleasanton, CA 94566
P (925) 846-9400 **F** (925) 462-1066

Pleasanton Campus West:
Preschool and Pre-Kindergarten
4444B Black Ave.
Pleasanton, CA 94566
P (925) 462-6300 **F** (925) 462-1066

www.quarrylane.org

Counselor Recommendation for Braden Ou

DISTINCTIVE QUALITIES

I first met Braden after he transferred to QLS from Dublin High School in his sophomore year. The transition was a bit challenging, as it is for most of our transfer students, but Braden wasted no time getting acclimated to a new environment, including introducing himself to me within the first week. I appreciate his love of both the arts and sciences and his fusion of computer science and music activities during his free time. In addition to his impressive ability to manage an extremely rigorous course load, Braden truly enjoys getting involved in his community and seeing how his ideas and involvement can make a difference.

ACADEMIC HISTORY

- At QLS, students can apply for either the IB Diploma or IB Certificate program depending on their academic goals. IB Certificate students can take any combination of up to 3 IB HL or AP courses. Braden is 1 of 55 seniors this year enrolled in the **IB Certificate program**.

ACTIVITIES, INTERESTS, AND AREAS OF IMPACT

- Braden has been putting his leadership skills to work the last few years both at QLS and in his local community. **As the president of his nonprofit, Above and Beyond Leadership and Education** (ABLE), Braden and the club members do volunteer work around the city of Dublin, tutoring students, environmental advocacy, park cleanup, and were **nominated last year as the Organization of the Year by the City of Dublin.** Currently, Braden is planning a youth mental health event at QLS and working alongside administration, bringing in various speakers who can stress about the importance of keeping good mental health hygiene, especially during before AP exams.
- For the past few years, Braden has been increasing his involvement with the city of Dublin, **working with the Mayor's Council on a project that teaches financial literacy**, and as a member of the **Youth Advisory Committee of Dublin**, which plans out various events for the youth of Dublin like the Hackathon Braden took lead on. His most rewarding academic accomplishment though was being nominated as the **Young Citizen of the Year by the city of Dublin** last year.
- When he's not supporting his local city government, Braden can be found at QLS with the Robotics team, working as the Vision Lead on the team, investing 10 hours a week learn how the software, hardware, and business aspects of a robot all come together to create one final product.

The Quarry Lane School

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Preschool and Pre-Kindergarten
4444B Black Ave.
Pleasanton, CA 94566
P (925) 462-6300 **F** (925) 462-1066

www.quarrylane.org

FINAL REFLECTION

Braden has always shown himself to be focused, attentive, and curious in the classroom and also in our interactions. He doesn't hesitate to teach himself something new, is not shy about asking questions to understand the bigger implications of something and targets his goals with precision and a plan. He knows how to be a successful student, adapting as needed, and is more than ready and excited to join a new community where he can expand his knowledge and share it with those around him.

Ashley R. McWilliams

Ashley R. McWilliams | College Counselor | [redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5808

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Chloe

Last Name*

Chase

Street Address*

[redacted]

City* Dublin

State* CA

Zip* 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

12th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I moved to Dublin CA from Washington DC in Aug 2022, only a week before school started! I has one week to adjust to a new coast, a new state, and a new school - my 3rd school in three years no less. With every move, I get to work immediately integrating myself into my new community and finding ways to contribute. The Dublin Youth Advisory Council is the perfect way oaf me to do this here in beautiful Dublin CA!

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2. What skills do you possess that would make you a strong candidate for the YAC?*

As a military child, I have moved four times, lived in four different states, and attended five schools, and two high schools. Living in a military family, I've learned resiliency, perseverance, flexibility, adjusted to many diverse situations and have a broad perspective of different geographic locations, and social cultures. I've lived a life of service in support of my Mother's military career, and grown from the need to adapt to new social, academic and environmental surroundings, every few years. Not only do I attend DHS, but I am a barista at the Fallon Gateway Starbucks - my first job! I balance a job, my academics, being a big sister, and a military child with dedication and determination. I will bring to the Dublin Youth Council, all of the lessons learned and experience gained as a result of these life situations which I feel I've navigated with success and maturity. I endeavor to assimilate fully into each new school and town - with California being the most unique yet! The opportunity to contribute to local government in this capacity would be one from which I would truly benefit, and make a valuable contribution.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Academic pressure, global and local environmental issues, cultural challenges, and global political issues are topics on the minds of my generation today, and DHS high schoolers are no exception. I will bring to the Dublin YAC, the perspective of a well read, well traveled, engaged and forward leaning teen looking to advocate for my generation at the local government level.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am a barista at the Fallon Gateway Starbucks where I work part time. I manage my time well and am able to excel at academics while maintaining a part time job and participating in several DHS clubs. I will be able to fully participate in the YAC meetings with no issue.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Word of mouth, local DHS club engagement and likely the most successful platform - social media, would be some key ways to engage Dublin Youth in local city sponsored activities. My generation essentially "resides" on social media, for better or for worse, and this is the primary means of communicating information, and garnering interest and support. Safe, responsible social media engagement is key to a healthy and well adjusted youth population.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

CChase letter of rec.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

Principal: Maureen Byrne

Assistant Principals: Kevin Cushing, Lisa Diaconis, Whitney Dwyer, Diane Santamorena, Andrew Waranoff

8151 VILLAGE PARKWAY, DUBLIN, CA 94568 - 925.833.3300 - FAX 925.833.3344

DHS.DUBLINUSD.ORG

To Whom It May Concern,

I am writing to you to recommend my student Chloe Chase as a candidate for the Dublin Youth Advisory Committee. I have gotten to know Chloe over the past few months in our U.S. History class and she has impressed me not only as a student, but as an individual as well.

Chloe is a hardworking, personable, and dedicated member of not only my classroom, but the entire Dublin community. As a student Chloe is one of my most bright, participatory, and outspoken pupils. She comes from a military family who has lived in different areas and experienced many diverse perspectives from around the country. Because of this, Chloe brings a perspective of acceptance and understanding to our Dublin Community. Even though Chloe was new to Dublin this year, I noticed that she took initiative to jump in and be a part of both the school and local community that we hold so dear. She immediately started to get to know other students, and work along-side her peers in the classroom.

Chloe also is not one to shy away from a hard situation or challenge. She is headstrong and a problem solver, along with being a very independent young woman. She brings these qualities into the classroom and our academic community, but also into the Dublin community as well. Chloe is a barista at a local Starbucks store after school and she has made connections with some of her "regular" customers and overcoming obstacles all while balancing the stress of being a full time student and working.

The Dublin Youth Advisory Committee would be an amazing opportunity for Chloe to utilize her diverse perspectives and experiences in order to better our Dublin community, and I highly recommend her for this organization.

If you have any questions please feel free to reach out to me via email.

Thank you,
Jessica Russell
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5825

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Sanjana

Last Name*

Gidwani

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Emerald High School

What grade will you be in during the 2023-2024 school year?*

Ninth Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would like to become a member of the City of Dublin Youth Advisory Committee because it would allow me to make a difference, contribute new ideas, and want to support my community. Being a member of the City of Dublin Youth Advisory Committee would allow me to help others in my community. I would not only be able to volunteer at events, but also be able to support and represent others who want to volunteer that may not be able to, such as disabled members of the community. I want to be able to come up with new ideas, and create new events, and the Youth Advisory Committee seems like the best way to do that. I would work with others who are passionate about the community, and it would be great to work together and see what we could come up with. The committee would not just allow me to make a difference and teach others, but would also teach me, as I could meet new people, and overall, would be a great experience. I would want to continue being on the Committee throughout high school to work on larger projects, such as having middle schoolers volunteer at shelters, or holding events to help support older members of the community in retirement homes.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

The skills that I possess that would make me a strong candidate for the YAC are having the ability to come up with new ideas, get along and communicate well with others, and speak well. As a youth advisory board member of Girls4Sports, I have had the opportunity to speak out and hold fundraisers to support girls. Currently, we are working on a youth TedX forum, where we can speak out about ideas and topics that affect girls in the modern world. For this, we must be able to speak out and not only give solutions to the problems, but also come up with new ideas that will get the community involved in supporting young girls. I am also a Hub Leader for Rediscovering Stem, where we hold lessons for students of the disabled community. We make sure that they feel included, and are reminded of how important they are. I can take these skills and devote them to the Youth Advisory Board, where I will be able to get the support of the community behind ideas or events that we would like to take place, and give them a view that they have not had before. Competitively dancing and playing basketball are also two other great extracurricular activities that make me a strong candidate, as because of them, I have learned well to work with other people. Whether it is planning a trip for dance, or working out a play for basketball, I love working with others to come to decisions. Also, I am the sports director for Yearbook at my school, and because of that, I have had to give my input on how to make sure the Yearbook sells, which made us learn how to cater to a specific audience. Because of this, I am also able to represent others, and understand their point of view.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

A few issues that I believe that teens in Dublin are currently dealing with are, most prominently, mental health, cyber bullying/bullying, and peer pressure. The rigorous schedule that school makes student go through every day, is was one of the most dominant causes of mental health disorders, and is also one that leads to more severe problems such as wanting to commit suicide. Whether it is stressing about a project that was not completed, or an upcoming presentation, many students lose sleep over these problems, leading to an academic decline. This doesnâ€™t just affect the student, but the entire school, as the average grades for students will go down. Also, mental health affects the day a student has at school. Anxiety would make a student anxious simply if they were called on by a teacher, and to avoid it, they would not talk, or keep their head down the entire day. A community should be a place where students feel comfortable, not somewhere they feel they must hide themselves. This leads into another problem teens deal with: bullying. Bullying not only leads to an increase in chances of mental health disorders, but also a lack of self-confidence, which just in itself can be a dangerous thing. Being put down every day makes you think less of yourself, and you start doubting yourself constantly, and it runs through your head every moment of every day. To solve this problem, we could offer student counselors, or an event where students can freely talk about what they face, so that they do not feel alone. Peer pressure is also a problem teens face because it influences one to do things they are not comfortable with. Peers can make you want to have the newest clothes, or want to try dangerous drugs. Many teens around Dublin have fallen victim, and they become so worried about what others think of them, that they canâ€™t be themselves, and in turn, they wonâ€™t be happy. Especially after COVID, a time where many spent hiding behind a computer screen, they can be easily influenced. Peer pressure is an extremely hard problem to solve, but what we could do is hold a forum that talks about this problem, and explains how to not become pressured by it. Hearing about what other students are doing, whether it may be placing first in a swimming race, or starting a non-profit, you constantly compare yourself and ask the question â€œAm I good enough?â€. This leads you to not only worry in the present, but also in the future, colleges being a major part of that. Since many students worry about college, we should hold events at high schools, and occasionally middle schools, that address what students can do. This would not only add to their college resume, but also make them feel better. A problem that is talked about is students who have family members who are not always present. This may be parents in the military or divorced parents. Having organizations that help support them, and connect them with their parents is extremely important, as there are not many that do so. We could simply have an open space to talk about their experiences, or offer free therapy. I hope to be able to help with these problems by joining the Youth Advisory Board.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Activities that I am currently involved in are playing the piano for the Certificate of Merit, Rediscovering Stem (a non-profit organization that creates lessons for disabled students), Girls4Sports (an organization that supports girls in Dublin), playing the piano for the Certificate of Merit and the National Guild of Piano (both piano exams taken every year), competitively dancing and playing basketball, as well as being part of CJSF, and tutoring students. I also take a combination of 4 hours of extra math outside of school. I hope to still be involved in these activities in the 2023-2024 school year, but I would like to broaden my interests and join a debate club, writing for the Dublin Shield, HOSA, and DECA in high school. I would definitely be able to make time on Wednesday for the Youth Advisory Committee, as it is something that I would be passionate about.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in the community, teen-events, and City-sponsored activities by advertising events at school, whether it may be in the school newspaper or by word of mouth. The best way to get teens involved is to have them hear a friend or classmate talking about. This would peak their interest and make them want to participate. We could put up fliers around the school, and work with Admin as EHS is a generally new school, and is open to change. An additional way to get teens involved in the community would be by having little advertisements at the end of rallies or other large school events. We could tell teens about the benefits of joining these events, and as more and more people come, these events will become more popular. We could host forums at the Dublin library, or at the park, during the Farmers Market. I also plan to take LEAD during the summer, and through that, I will be able to learn more skills that will help me communicate with parents and teens, and build new relationships. During the year I am on the YAC committee, I will be able to talk with these parents and teens to get them involved in community events. I would work with other organizations that I am part of, such as Rediscovering Stem and Girls4Sports to get club members more involved.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended a YAC or other Dublin Commission or City Council meeting, but I have seen recorded videos. The video that I watched was the City Council Meeting on February 6, 2023. A topic that was talked about at the meeting was "Economic Investment". I saw how important it was to support small businesses, and I would like to work with the Youth Advisory Committee to support not only adults with small businesses, but also teens. Seeing how much of a hit the Business Spotlight was for adults, it is easy to say how important it will be to teens as well. We can not only support their businesses at school, but also at Dublin events.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

recommendation letter 1.pdf

Upload 2nd Letter of Recommendation (optional)

recommendation letter 2.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Michelle Elissiry
[redacted]

24th March 2023

To Whom it may concern,

I am writing this letter in regards to Sanjana Gidwani, who has been a student of mine for the past two years at Fallon Middle School in Dublin. I have known Sanjana to be an extremely reliable and hardworking student, who can be counted on to meet all expectations. Sanjana consistently finds ways to challenge herself academically, and shares her knowledge with others. She is a mentor on campus, and tutors other students through her participation in the CJSF. Additionally, she participates in Rediscovering STEM, a group that creates lessons for disabled students, so they can learn and feel included in projects.

Sanjana is an athlete, playing basketball competitively, and she uses her knowledge to volunteer with Girls4Sports, a non-profit organization. This association supports girls both in and out of school. Sanjana is currently working with Youth TedX to develop content specifically for the participants of Girls4Sports. On top of all of this, Sanjana also finds time to excel as both a dancer and a pianist.

Sanjana is a very well-rounded individual who would make a great addition to the Youth Advisory Committee, and she has my full support and recommendation.

Sincerely,

Michelle Elissiry

Fallon Middle School Teacher

Friday, March 24, 2023

It is with great pleasure that I recommend Sanjana Gidwani as a candidate for the Dublin Youth Advisory Committee.

It has been a privilege to have Sanjana in my first period 8th grade history class this year. Sanjana is a student who truly loves learning. She is inquisitive, attentive, engages in thoughtful discourse and is an amazing leader for her peers. Her work is exemplary and sets a high standard for excellence.

Dublin is a high achieving district, where students strive to be their absolute best. However, I am constantly impressed to see the personal side of Sanjana, that is more than just grades and assignments. It is phenomenal that so early in her teens, Sanjana has been able to create a healthy school to life balance for herself. On top of maintaining grades, she loves dance, is part of a Girls First Sports Union-something that is so important in developing her awareness as a female in the community and her ability to effect change. Her involvement in rediscovering STEM lessons for the disabled demonstrate a heart that beats strong for those in need and deep empathy. In terms of empathy, on our SEL day, where the class discussed the subject, I was highly impressed with her vulnerability and open sharing.

Sanjana wants to be part of change in her community. Based on her Bill of Rights skit, put together by her collaborative group, I see a strong gift in understanding government and creating applications for herself. Her ideas and voice, in addition to her skill of being a team player make her perfect for the committee.

I have no doubt that Sanjana will be a valuable addition to your program and am thoroughly delighted to put forth my recommendation for her admittance. If you have any further questions please do not hesitate to contact me at the email provided.

Sincerely,
Dominique Bogue
D. Bogue

Fallon Middle School
8th Grade Social Studies
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5806

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Hamza

Last Name*

Ahmad

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School and York Alternative Learning Center

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee because I am eager to make a difference in my community and help those in need. Through my volunteer work at the Alameda County food bank and local Kids Against Hunger packing center and my involvement with Youth Coding Workshops, I have seen the impact that one person can make. Additionally, being a second generation Muslim American, I have a unique perspective I bring to the committee's discussions and projects. As a member of the Dublin Youth Advisory Committee, I know I can contribute and have an even greater impact. Being part of the Youth Advisory Committee would provide me with opportunities to develop my leadership, communication, and teamwork skills. As someone who has a Learning Difference, I have worked hard to overcome my learning challenges and succeed academically. That experience has taught me that grit and hardwork are the most important aspects to success. I believe that being part of the committee could help me continue to grow, learn and continue to expand my horizons. I am excited to participate in the Dublin Youth Advisory Committee and to contribute my time, skills, and ideas to help make a positive impact on our community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I want to use my skills to help make Dublin a better place for its youth. With my skills and dedication to teaching students coding, my passion for video production, and my proficiency at problem solving, I have a unique set of skills I can contribute. Some of the initiatives I'm interested in learning more about and participating in are Hackathon and improving access and awareness to youth substance abuse and mental health services.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Mental Health: Mental health issues such as anxiety, depression, and stress are common among teenagers. In Dublin in particular teens may struggle to cope with academic pressure, and family issues. We can create PSAs or other social media campaigns to raise awareness of available resources and we maybe can have a fair or conference where teens can come to find out about resources. Substance Abuse: Substance abuse is a major problem among teenagers in California. Many teens experiment with drugs or alcohol, which can lead to addiction and other serious health problems. I think we need to create a positive campaign to educate youth about the value of smoking and drug free lifestyle. This could be through getting notable people, such as celebrities, that they like to present the facts. The way we present information is extremely important. It is important to get youth perspectives when designing these campaigns because if it is done in a way that seems out of touch it can push teens away from healthy lifestyle PSAs and towards hitting their vape and other things because of the bad marketing. Belonging: Here in Dublin our climate survey in DUSD showed that about 50% of high school and middle school students don't have a strong sense of community and belonging. We need to find ways to get more kids engaged and involved in the projects and events within the city of Dublin or at their schools so that they feel like their presence and perspectives matter. This will make students who feel like they donâ€™t belong, feel more engaged and empowered. So Iâ€™d like to find ways to promote a greater sense of belonging.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in teaching python coding to middle school students. I work on the curriculum design team and teaching teams at a non profit that offers classes at almost no cost to middle schoolers. I am also continuing to study coding, game design and machine learning through Youngwonks Academy and participating in robotics competitions. But that should still allow me to have time to dedicate to the Youth Advisory Committee. I also think that my work I'm doing in other areas can help me with the projects for the Youth Advisory Committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

For teens it is key that we improve marketing via social media, such as through Instagram, to promote events and activities via channels and methods that teens and preteens use. It is also important to partner with local schools to synchronize efforts. These two things will help us to be more effective in reaching out to more youth. Other places to partner with are local churches, mosques and temples. Teens and their families are connected to these faith based organizations and may hear about opportunities through their youth groups.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have attended Dublin City Council meetings every year during Muslim Awareness month in August. The city council presents a proclamation to the Muslims of Dublin acknowledging our contribution to the City of Dublin and making the city a more diverse enriched place to live. I also followed the Dublin Diversity, Equity and Inclusion Task Force recommendations after the events of George Floyd's death. I know they presented a report to the City of Dublin and that some of the recommendations were implemented. I appreciate that the City of Dublin took action after that sad event.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Rec - Zak.pdf

Upload 2nd Letter of Recommendation (optional)

Zakk Recommendation Letter .pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Dear Dublin Youth Advisory Committee,

My name is Anisha Rao and I am writing to recommend Zakariyya Ahmed (Zak) for a position on the Dublin Youth Advisory Committee. I am a current senior at Dublin High School and I worked with Zak as president of Youth Coding Workshops (YCW), a nonprofit organization dedicated to providing accessible computer science education for students in grades 6-8. YCW teaches CS classes at Fallon Middle School and Cottonwood Creek K-8 School, and designs online learning materials that are free and available to all. Zak has worked with YCW for two years as part of our Curriculum Design Team.

Zak is one of our most experienced and strongest tutors, having taught Python classes at both Cottonwood and Fallon, at both the Basic and Advanced level. I have personally had a very positive experience working with Zak, as he is very reliable and always completes what is asked of him to his best effort. He collaborates well with others as well, and I have never seen any other YCW staff members have issues working with him. Zak is also willing to step outside of his comfort zone when it is what's best for the organization, such as this semester when he agreed to teach Python Advanced for the first time. Python Advanced is our highest-level class and is difficult to teach, and Zak had previously only taught the Basics level which requires comparatively less understanding of computer science to teach. He has risen to the challenge of teaching the more difficult class well though, and I expect that he will continue to push himself in the future. Overall, Zak has generally been a very dependable and engaged staff member, and I'm glad to have him on my team.

As an organization, YCW is entirely volunteer- and student-driven and all of our staff are here because they have a passion for education and giving back to their community. Zak exemplifies those ideals and I don't doubt that he will bring that same engagement and commitment to the Youth Advisory Committee. I believe Zak is a very qualified candidate that will contribute a great deal to the Youth Advisory Committee, and I strongly recommend him for the position. If you have any further questions, feel free to reach out to me at [redacted] and I will be happy to answer them!

Best,

Anisha Rao

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5709

Date Submitted: 3/19/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Rishika

Last Name*

Singh

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

I will have the honor of attending Dublin High.

What grade will you be in during the 2023-2024 school year?*

I will be a sophomore during the 2023-2024 school year.

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee (YAC) for many reasons. Firstly, I would like to make a positive impact on the community around me. I would like to get to know teens and their problems and be a part of the solution fixing them. Secondly, I would also like to give back to my community and help it grow. I have been very lucky to have been provided with lots of resources growing up here, and I would like to pass those resources on or even create new ones. Lastly, I want to help make a positive change to my community. It would be great to help work with others and learn from more experienced people to help support my peers.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I possess strong leadership and communication skills. I like to lead people to a better solution. I built this when I taught at my dojo for 10 months after earning my black belt. I helped teach kids and really learned what it took to be a great leader. I also have exemplary communication skills. This was shown when I completed my Silver Award, (the 2nd highest award a girl scout can complete). To do this, I had to research and find problems within my community that I could help solve. I had to use communication skills to gain feedback and reach out to numerous teachers, peers, and mental health professionals. This helped me build the skills required to be a strong candidate for YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Issues I believe teens in Dublin are currently dealing with include understanding how to adress their mental health and work through any issues surrounding it. I think YAC could adress this in many ways. I believe we could create safe spaces for teens to talk about these kinds of things, such as online forums, groups in schools, or even anonymous sendings. These can help teens in Dublin get the help they need without having to be names specifically. Issues like vaping, depression, anxiety, or self-harm impact a lot of teenagers in Dublin, By providing them the support they need, we could ensure the entirety of our Dublin community thrives.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently on a competitive hip pop team at RAPA. We have meets twice a week with a competition every month. I am also planning on taking cheer next year as well as one AP class. I will be bale to devote enough time to YAC meetings and activities. Having to balance all of my classes with competitions have helped me build time management skills, which I intend to bring out during the 2023-2024 school year.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in the community, teen events, and City-sponsored activities by encouraging them multiple different ways. I would make sure to bring it up to them so they are aware it's happening. I would also email teachers and counselors that are willing to share any info/flyers about any upcoming events. I would post on any information on social media as well as almost everybody has social media and checks it daily. This makes social media a great place to spread the word. Lastly, I would make sure that I am as detailed and up to-date as possible on any new information, as this can help make any last minute calls.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I unfortunately have not had the opportunity to attend a City Council meeting just yet.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Reccomendation.pdf

Upload 2nd Letter of Recommendation (optional)

IMG.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

Mrs. Chandler Mahal
Dublin High School
[redacted]
Dublin, CA 94568

March 3, 2023

Dublin Student Council
Parks and Community Services Commission
100 Civic Plaza
Dublin, CA 94568

To Whom It May Concern,

My name is Chandler Mahal and I am proud to offer my recommendation of Rishika Singh for the 2023-2024 Dublin Youth Advisory Committee. I have had the pleasure of having Rishika in my Freshman Physical Education class since August of this school year, 2022-2023.

During my relationship with Rishika, I have experienced an individual who is always ready for class on time which includes dressing out of school clothes and into PE attire, gives her full effort in participation, and carries herself in a polite and respectable manner. In addition, Rishika is a devout student who has always presented themselves with level headedness and grace.

If you have any requests or questions, please feel free to contact me.

Sincerely,

C Chandler Mahal

Chandler Mahal
Physical Education Teacher
[redacted]

3/10/23

To Whom It May Concern,

My name is Mark Lee and I am the Assistant Director of Bands and Orchestra at Dublin High School. I have had the pleasure of having Rishika in my Philharmonic Orchestra class. Rishika is a dedicated and diligent member of our ensemble. She is actively applying herself each day in rehearsal to help improve as an individual and help the ensemble. Rishika not only looks to improve herself, but is proactive about improving the orchestra community as a whole. At the beginning of the school year, Rishika was a candidate for our leadership team for the Philharmonic Orchestra. While she was not elected into office, she has nevertheless continued to look for ways to help improve the ensemble, despite not having a spot on the leadership team.

Our most recent unit was a chamber ensemble unit. Students were tasked with learning a new piece of music with a small group of students with the intention of performing it at the end of the unit. Rishika took a leadership role during the unit for her group and collaborated with them during our rehearsals. She had a curveball thrown her way on the day of the concert; one of the people in her group was absent. Rishika quickly recovered, and was able to play the piece through with her remaining groupmates.

Rishika consistently demonstrates qualities that are valuable as a team player and as a leader. She is proactive in her communication, diligent in her playing, and is able to work around unforeseen circumstances. I know that she would make a great addition to any leadership team.

Sincerely,

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5682

Date Submitted: 3/15/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Divyansh

Last Name*

Agrawal

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee because I want to be able to express my voice on issues within our city, influence the youth to create change, and participate in events to give back to the community. I was in the YAC in 6th and 7th grade, and though I was not able to apply afterward due to personal reasons, I really felt like an important part of the community during those 2 years. I was able to voice my ideas throughout each meeting and it helped to improve my confidence and leadership skills. For example, this one time, we were planning the budget for the Youth Benefit Concert, and we were deciding how much money we should put towards it, as due to Covid 19, we werenâ€™t sure if many people would show up. Even though I was only a 7th grader, I decided to take the reins and provided a solution of first advertising the concert through social media, school announcements, and flyers. The solution ended up working, and we ended up putting more money towards the event as signups exceeded our predicted amount. It taught me a valuable lesson in helping me realize that I should always voice my thoughts and ideas. That was in 7th grade, and now I am an upcoming 10th grader. My knowledge, communication, and leadership skills have improved heavily through team-based activities such as model UN conferences and speech and debate. I know that I can have a positive effect on the community along with my peers on the committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

My skills surround my abilities to delegate tasks in leadership settings and my detail-oriented approach to solving problems. When Iâ€™m assigned a leadership task in a group setting I understand how to define the scope of the problem. I can effectively lead my peers to make sure that we can achieve our goals on time. Many brains are always better than one and I thrive in such environments. Whenever I'm tasked with solving a problem, I have the skills to research the issue and find a suitable solution. I can find creative solutions to problems by combining my experiences in the classroom and extracurricular activities. Furthermore, I am able to attentively listen to my peers and ensure that everyone feels like a part of the team. I can find ways to incorporate multiple peopleâ€™s ideas for solutions, as the YAC is a highly functional collaborative environment.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe teens are currently dealing with mental health problems such as having to balance out an academic and social life, which can put immense amounts of pressure on their mental health. One potential mental health community event for teens could be a "Mindfulness and Self-Care" workshop. This event could focus on providing practical tools and strategies for teenagers to improve their mental health and well-being. The workshop could include activities such as guided meditation, deep breathing exercises, and gentle yoga or stretching. The facilitator could also provide information on the benefits of mindfulness and self-care practices, as well as tips for incorporating these practices into daily life. To make the event engaging for teens, it could also include interactive activities such as journaling, creative expression, and group discussions. The event could be held at a local community center or park and could be promoted through social media and flyers distributed at local schools. In addition to the workshop, the event could also provide resources and information on local mental health services and organizations that can provide ongoing support for teens struggling with mental health issues. By hosting this type of event, YAC could help provide a safe and supportive space for teens to learn about and practice mindfulness and self-care and connect them with resources to support their mental health and well-being.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Outside of school, I partake in speech and debate and model UN. These competitions are held every couple of months, so I will have ample amounts of time to commit to YAC and its events. I know I can put YAC as a priority for myself and ensure that I am present at every meeting and as many events as I can partake in.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would use social media, especially Tik Tok in order to get the word out to my peers in the community. TikTok has specially tailored filter settings that can allow us to get our message out to a diverse community while specifically targeting students of our age. TikTok is the most popular social media platform right now, so it makes sense to use a platform that we know how to use and so do our peers. We can create fun and engaging videos for broadcasting and advertising events.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Though I have not attended a YAC, Dublin Commission, or City Council meeting recently, I was able to watch the video for the March 7th City Council meeting. The item I was interested in was the Funding Agreement with Tri-Valley Transportation Council for the Iron Horse Trail Bridge Project. The outcome was that it passed.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Divyansh Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 13, 2023

To Whom It May Concern:

It is with my sincerest pleasure that I am writing in recommendation of Divyansh Agrawal as a potential incoming student to the Dublin Youth Advisory Committee. He is one of the strongest candidates for your committee who I have recommended thus far.

I am happy to inform you that the qualities Divyansh has shown both in and outside of my classroom demonstrate that he is confident, mature and prepared to bring his best advocacy to the Dublin Youth Committee and ultimately become a compassionate, contributing member of our society. As his English 1 Advanced teacher, I observe that Divyansh is one of the kindest, most patient, and most thoughtful students. He always enters our classroom prepared for the day and with a positive attitude.

With regards to his academic performance, Divyansh's writing is sophisticated and demonstrates his capabilities as a creative, complex thinker. For example, he completed extensive research for his most recent argumentative essay centering on how students should not be "banned" from engaging in high-contact sports such as football. He made numerous strong claims supported by reputable sources, and his transitions between ideas demonstrates his thoughtfulness and sophistication as a writer.

Divyansh cooperates well with his peers, and he easily takes on the role of a leader in small group settings. Upon checking in with groups, I clearly observe that his peers enjoy their experience with him and look up to him as a dependable and friendly group member. Divyansh is

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A GOLD RIBBON SCHOOL
8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

also a curious and open-minded learner who takes feedback well, incorporating suggestions into his writing with ease.

With his passion for helping others, his strong work ethic, his stellar academic record, and his dedication to learning and helping others, Divyansh is an excellent candidate for the Dublin Youth Advisory Committee. Please waste no time in accepting him!

Sincerely,



Carmen Chan

Dublin High School English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5792

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Ishanvi

Last Name*

Agarwal

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee because I believe that I can make an impact in this committee as a member. I want to be more involved in my community and represent the youth of Dublin by taking part in organizing activities that will grant opportunities, further interaction between teens from different areas in Dublin, and make exposure to new possibilities within reach attainable. I want to be able to share my ideas with the Committee on the new activities we can add as a part of the Dublin community and how we can work together to make Dublin a more close-knitted and comfortable environment. I also want to share the ideas I have on the many problems teenagers face in their lives and how we as a community can solve them. I want to be able to use the leadership and creativity experience that I gained from being a volunteer at the Dublin Library and put that to good use here at the Dublin Youth Advisory Committee. At the Dublin Library, I and a couple of other teenagers helped the Library Staff in organizing fun events and inclusive projects for children and teenagers. We organized teen focus groups, arts and crafts workshops, reading workshops, engineering workshops and family movie nights. These events helped make the Dublin Library, a serious work area, a more fun, inclusive and a comfortable environment for teenagers in Dublin. I want to become a member of the City of Dublin Youth Advisory Committee because I want to make an impact in this committee by sharing the ideas I have to organize activities that will make Dublin a more close-knitted and comfortable city, as well as how we can solve the many issues that teenagers face in their lives. I want to make a difference and become more involved in the amazing community around me. I also want to learn about the local government and be open to different perspectives by widening my bubble and talking and interacting with new people!

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

The skills I possess that would make me a strong candidate for YAC include strong leadership, communication, a goal-oriented mindset, organization, creativity, awareness of the many things happening in my community, teamwork, time management, a willingness to learn, and determination. I have some leadership experience and can always be counted on to make informed decisions, as well as keep everyone on task and on time by focusing on the goal and keeping everyone to their word. I have strong and effective communications skills as well as a goal-oriented mindset. I always stay on track with the tasks and the goals I have set out to do. I have a strong mindset and don't lose sight of my goals and dreams. I am extremely organized and have lots of creative ideas that I would like the opportunity to share with the committee in hopes of making Dublin a more close-knitted and comfortable community or environment. I am involved with the Dublin community and try to attend many of the events that Dublin hosts like events at Emerald Glen, parades and fairs. I love working with other people and sharing ideas together as I have a strong belief that more things can be achieved when many minds are put together. I have great time-management, staying on top of my goals and I always look forward to learning new things and opening my mind to change my perspective on certain topics. Lastly, I have perseverance and determination, because when things don't work out right, I don't give up and I always try and try again until I get it. I think these skills will make me a strong candidate for YAC and help me make an impact in this committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Issues that teens in Dublin are currently dealing with include mental stress, anxiety, bullying, substances, peer pressure, poor decision-making, academic issues and body image issues - or issues with their physical self. Most of these issues revolve around school and other people at school where they can be faced with a lack of confidence, pressure from other teens and insecurities. Mental stress and anxiety often comes with the heavy course-load at school and all the pressure you have to manage time between what you have to do at school and extracurricular activities you also have to do. Bullying and substance abuse stems from peer pressure and what other kids do at school, as well as poor decision-making. When other kids do what they do, we often get influenced by their actions and want to do the same thing. Academic issues relate to mental stress and anxiety, but also all of the pressure you have from your family to get into a good college and make something out of yourself in the future. Many teens give everything in school and outside of school for their college applications and that is such a big part of peer pressure and mental stress. Lastly, body image and being positive about your body and physical characteristics is another really big issue that teens are dealing with. Social media, society and other teens stem insecurities inside people. Especially society's standards of what someone should look like. The Youth Advisory Committee could address these issues by hosting special events and leading workshops to help teens when they go through these really common problems. They can host many different types of events, for example, they could bring in mental health awareness speakers to talk about how teens can manage stress and anxiety that they deal with. YAC can also host college fairs and life skills workshops where teens can learn how to make better decisions regarding a variety of topics and meet representatives from colleges that they might want to go to in the future. They can also host a career fair to learn about potential careers.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved with an outside accelerated math class (this is about three hours in a week and is one class in a week), the school badminton team - which includes practices and school games (this runs for about 3-4 days in a week after-school) - and outside badminton training at a different club (this runs for about 2-3 days in a week and is two hours in a day). During the 2023-2024 school year, I will still be involved with all of those things but I will also have to juggle a couple of AP classes that I am taking since I will be a sophomore and will be exposed to many more opportunities for me to use to explore my future with. I will definitely have more opportunities, and commitments - and things will be more hectic as I will have a busy schedule, but I will be able to stay on track and still manage my activities, school and outside of school. I will still be able to devote time each month for YAC meetings and activities by using my time management skills and always staying on top of my commitments. When I make a commitment and have goals towards a certain project or activity, I always put my all and everything into it to ensure that I get the best results and don't let anyone in my team down. For YAC meetings and activities each month, I will book space in my calendar for meetings between the committee members and also book space in my calendar for activities that we plan out because I want to be a part of everything influential we do for teens in the community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in the community, teen events, and City-sponsored activities by spreading awareness and information on why we are doing this and how beneficial it is for the community and teens in Dublin in general - as it is mainly meant for them and for their added benefit. I would talk to them about how we can strengthen our community and make it more close-knitted by attending many of the events that have been set out and planned as well as participating in the activities planned. Then, I would tell teens about the many issues that are faced by them daily, like mental stress, anxiety, bullying, substances, peer pressure, poor decision-making, academic issues and body image issues. I would continue on to say that the Dublin Youth Advisory Committee plans these events out in order to help teens interact with others, broaden their social circles and battle the issues and loss of confidence they face. By becoming more involved with the community and City-sponsored activities, you would be connecting with other people who are of the same age as you and live close to you, you would be broadening your social circle and networking with important people who could help you in the future. Teens often live in this small bubble that is filled with close friends, social media, and their phones. So, when you go to these types of events, you pretty much broaden your bubble a little bit and even pop it so that you can get more exposed to the outside world. This will not only prepare you for the future, but will also prepare you for now!!

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not recently attended any of these meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Ishanvi Agarwal-2023.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ● 925-833-3300 ● FAX 925-833-3322

March 19, 2023
Selection Committee
Youth Advisory Committee

Dear Selection Committee,

It is my pleasure and honor to recommend Ishanvi Agarwal for placement on the Youth Advisory Committee in Dublin, CA. It has been a pleasure watching her grow in my Advanced Algebra 2 class this year and to watch her develop into a contributing member of my class. After reading more about this opportunity, I believe Ishanvi will be a great asset to the program.

The members of this committee are students who are concerned with youth issues in the community and are able to have conversations with others in the community. Ishanvi has adapted very well to my unique group-based learning environment She does a very good job of both listening to classmates explain their solutions as well as voice her ideas. Ishanvi challenges herself and goes above beyond in her studies in math.

I have absolutely no reservations recommending Ishanvi for this great program. I have no doubt she will represent the youth of the community extremely well. Please feel free to contact me if you have any questions regarding her character, past academic work, or any other qualifications related to the school.

Sincerely,

Jaime Roberts

Jaime Roberts
Mathematics Teacher
Dublin High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5776

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Ananya

Last Name*

Akkaraju

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the YAC because I wish to make a difference in my city. As a Dublin High freshman whoâ€™s resided in Dublin for all my life, my city is something I take pride in and want be as invested as possible in whatâ€™s happening. I believe that I share the same beliefs as many other students in Dublin, and being a part of this committee will grant me the opportunity to not only voice my opinions, but to also hear the perspectives of others. Doing so will help us come together to create a universal solution that will fulfill everyoneâ€™s desires, from improving our school education to making our city greener. I also wish to join because I want to gain experience of whatâ€™s its like to work in a formal setting, especially on how to build strong communication, collaboration and critical thinking skills. I believe that developing new skills and strengthening already existing ones would not only help me through my years in YAC but also in the future. I want my voice to be heard in the decisions that are made. There are so many ideas that I have, and I believe that it would be a great opportunity if I had the chance to share these ideas with others and hear their feedback. Being in this committee also increases collaboration, where I wish to talk to my peers and other students so that I can gain as much information regarding the program and others' ideas as possible.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I posses the skills of strong public speaking and presenting, as well as organization, communication and creativity. As a member of the Dublin High Speech & Debate Team, Iâ€™ve found a previously unknown passion for debating, and have began building my skills in confidence and how to deliver the best, most compelling speech. In eighth grade, I was selected to present in front of the English Department a project that Iâ€™d created on my own, where I believe my visual and creative skills came in hand -- I had designed the presentation to be as appealing to the audience as possible. When giving my speech, I put my utmost confidence and emotion as I possibly could, because I wanted the people listening to understand my message and to end up being as invested in the given topic as I am. I also posses strong organizational skills, which can be seen through my promptness in completing school work, clear-cut responses and ideas on what should be done, and in the way I present myself and any given project or work. Out of all of this, though, I think that the quality of mine that stands out the most is my determination. Rather than comparing myself with others, I try to compare myself to myself, so that Iâ€™m able to become the best version of myself I possibly can. I feel like not only does this motivation apply to my personal interests, but also applies to my teammates or people Iâ€™m collaborating with because Iâ€™m then able to efficiently and effectively convey my thoughts and ideas, all while helping keep our team on track with what weâ€™ve set out to accomplish.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe one issue Iâ€™ve noticed, though it might not be a prevalent one, is absence of financial education within our system. Dublin schools are commended for their strong academic departments and the success of their students; however I feel that beginning to teach middle and high school students how to manage their finances would greatly set our schools apart from others. I donâ€™t believe any local schools have such a program embedded within their system, so if we begin doing so, weâ€™ll also be able to spread this concept to other districts where they will be able to adapt such a program to their systems as well. Iâ€™m aware that there are a few classes taught at Dublin High regarding finance, but itâ€™s generally taken junior or senior year, wherein most students will be delayed in their education regarding this concept. YAC could address this by spreading awareness about the importance of understanding finance, and could also talk to those managing the classes and academics in Emerald High to add a required course for students. This would not only be of great use to our students, but will also boost Dublinâ€™s stance when it comes to the way we educate our students. Financial independence is something that goes a long way, and teaching students the importance of how to spend and save their money will undeniably benefit them no matter the circumstances. Another issue that is definitely prevalent in teenagers here is the confusion in deciding what career path they wish to take -- Iâ€™m speaking from a little personal experience myself here. Highschool is a big jump from middle school, and the pressure of college is constantly weighing young students down. Iâ€™m looking to create a program thatâ€™s accessible to all, where we can provide input on what classes students wish to take so they are able to explore all possibilities. Though DHS already has an enormous amount of different classes, I think we can further widen that span by shortening some classes. Essentially, I believe that there could be either a week or month during the beginning of at least freshman year for students to try out all the different classes DHS has to offer. That way, theyâ€™ll be able to get a better understanding of what they want to major in. If this isnâ€™t feasible, then I think the second option could be to shorten some classes to semester long instead of year long. An example -- allowing students to switch between CSE and IED halfway through the year, or at least allow them to spend a week in each class to help them decide what class they wish to take. These are only two issues that Iâ€™ve seen and wish to help work on -- for the betterment of all students in Dublin. Though there is a vast expanse of problems that we have yet to solve, I think the first two would be a great place to start, and Iâ€™m very passionate about helping students like my peers to get the most out of their educational career.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am in DHS Speech & Debate, where we have tournaments that usually take up an entire Saturday (from six in the morning to nine in the night). However, these tournaments are usually once a month to twice a month, and I can choose if I want to participate or not -- there is a notification in advance to let us know what the upcoming tournaments are. Iâ€™m also actively a part DHSâ€™s Track & Field Distance team, where we have practices for two and a half hours after school during the school week and morning practices at nine on Saturdays. We do have meets almost weekly, and they are mainly on Saturdays (though some are on Wednesdays). However, I am given the opportunity to forego these track meets if Iâ€™m scheduled for a YAC meeting instead. Iâ€™ll also be participating in extra-curriculars such as vocal, dance, piano lessons and a sport. Though Iâ€™ll be involved in all of the aforementioned activities, I will definitely be able to devote time for this commitment when itâ€™s required, as I am passionate about being a part of this advisory committee.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I will get other teens involved in the community and activities by spreading the word at my school through social media posts, presentations, posters, club announcements and so many other ways. I will use my skills of creativity to find the most interesting and appealing way to attract and inspire teens to participate in our activities, and will constantly be updating my friends and peers on what events are upcoming that they should attend to show their support. In school events such as rallies, dress-up days and other events, I can request to speak about YAC and to let students know that their interest and participation in these events would be more than appreciated. As I am a member of a club on campus called â€œGirls4Sportsâ€, where the president is a member of the DMC, I can work with her to help broadcast any special events and City-sponsored activities, and can also let friends and family know.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended any YAC or Dublin Commission or City Council Meeting; however I'm keeping an eye out for the next meeting and am looking forward to being a part of the discussion!

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

AnanyaA.pdf

Upload 2nd Letter of Recommendation (optional)

Ananya Akkaraju-2023.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.



VELMA CHAN
PIANO STUDIO

Letter of Recommendation

March 20, 2023

Liz Elliott

Recreation Supervisor

[redacted]

To Whom It May Concern:

It is with pleasure that I recommend to you Ananya Akkaraju as a candidate for a position in Dublin City's Youth Advisory Committee (YAC) for the 2023-24 term. My initial acquaintance with Ananya started in June 2022 when she enrolled in my piano studio.

As a piano student, Ananya has managed to attend weekly lessons prepared and very enthusiastic to learn. In such a short time of nine months, she achieved the skills of three levels of piano education. She is now learning Level 5 music repertoire, technical requirements and music theory. One thing that stood out to me is Ananya's love and ability to work hard on difficult tasks. This is evident from her successful accomplishments of the weekly piano homework and challenges I assigned and also from her joyful participation at my piano studio recital last November.

As a young woman, Ananya has a very pleasant personality, is always polite and never short on respect for authority. She is trustworthy, keeps and fulfills her promises. She commands humble leadership and serves as an outstanding role model (as I have heard from her sharing regarding her involvements with her school's fundraising events). She is kind, gentle, friendly and cheerful as I have observed her in her interactions with other piano students in passing. She has a great positive learning attitude and is a definite joy and pleasure to have as as student!

I highly recommend Ananya for a position to your Youth Advisory Committee and am confident that she will be worth your investment.

Best regards,

Velma Chan

Velma Chan
Piano Teacher

[redacted] [redacted]

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ● 925-833-3300 ● FAX 925-833-3322

March 19, 2023
Selection Committee
Youth Advisory Committee

Dear Selection Committee,

It is my pleasure and honor to recommend Ananya Akkaraju for placement on the Youth Advisory Committee in Dublin, CA. It has been a pleasure watching her grow in my Advanced Algebra 2 class this year and to watch her develop into a contributing member of my class. After reading more about this opportunity, I believe Ananya will be a great asset to the program.

The members of this committee are students who are concerned with youth issues in the community and are able to have conversations with others in the community. Ananya has adapted very well to my unique group-based learning environment She does a very good job of both listening to classmates explain their solutions as well as voice her ideas. Ananya has started to explore different opportunities at Dublin High School including joining the Speech and Debate club, where she found her passion for public speaking.

I have absolutely no reservations recommending Ananya for this great program. I have no doubt she will represent the youth of the community extremely well. Please feel free to contact me if you have any questions regarding her character, past academic work, or any other qualifications related to the school.

Sincerely,

Jaime Roberts

Jaime Roberts
Mathematics Teacher
Dublin High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5752

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Charvi Shree

Last Name*

Appana

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become part of the Dublin Youth Advisory Council because I want to be able to get the opportunity to collaborate with other peers and base ideas off of them. The council would be a very insightful way to learn the ins and outs of public office and to make decisions collaboratively with other intellectuals. I also want to build connections, friendships and networking between other council members. I think the Youth Advisory Committee can be really helpful to support my effective thinking skills and solid decision making based on other people's inputs and experiences. I also think that this committee has a very diverse broad range of members, so it would be inspiring to see other people's take on different problems we have and the different ways to approach them. I also want to be able to make decisions about different activity planning around Dublin. The YAC is essentially part of the "behind the scenes" of the activities that Dublin puts on. I love the events that Dublin hosts and I want to be part of the program that helps with it. I also do some volunteer work at the Dublin Library and sometimes volunteer at events like Splatter and I would love to be part of the planning committee.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I believe the skills that would make me a strong candidate for the YAC is that I have very good organizational and planning skills and I can do them in a quick and effective manner. I hope my output helps the committee tremendously. I also believe that I have good time management which can make it effective for me to balance out the YAC meetings with other extracurriculars. With good time management comes quick critical thinking skills because a problem would have to be solved quickly and effectively, in order for a plan to keep moving forward. I also think that I have excellent patience and good speaking skills. These two skills should be used interchangeably and the key to have a good discussion is to listen to other people and consider their ideas as well as your own. I also have experience in public speaking events because I have 3 years of experience in debate and Model United Nations. Lastly, I would also point out that I have a creative mind, and I can put an unimaginable plan into action because I have a quick thinking mind that helps me work something out that I really want.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

As a current teen in Dublin, I think one of the biggest issues that kids of this age group are dealing with is that there isn't much of a diverse activity field for this age group. There are a lot of activities and specialized planning for kids typically in middle school, and teens could feel underrepresented or sometimes bored in the community. I believe YAC could help with this because the committee members are in the targeted age group and other member's inputs can help determine specific events that could be used moving forward the upcoming year. I also believe one other major thing that teens in Dublin or teens in general do is that they face a lot of stress. The stress could be from school, from their peers, from their teachers, or at home or it could be a combination from all of it. A huge amount of stress can affect a teens mental health detrimentally more than other age groups. I think YAC could actually have a solution to that because we can hold events such as a destress event and have a good outreach program to get their friends interetere.d If enough people are interested, the event will get more popular and teens would actually want to come to the event. This also related to the other specific problem addressed about having more activities for teens in Dublin. The YAC could also make mentorship events at the public library or hold specific programs or activities teens could participate in and get help from older peers who have already gone through the process. This would be a guide or tutor for younger children in the community and will help them be less stressed about daily life things.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

The activities that I am involved in are that I volunteer at Lawrence, Berkeley and it's only once a month. My next school year is planned with subjects that I would have extra time for other extracurriculars with the rigor needed. I am also doing one sport seriously as for next year during the 2023-2024 term, but the timings for the sport are flexible and don't take too much of my time. As I said before, I can effectively manage the YAC meetings and attend on a regular basis with no problems on other extracurriculars. I have excellent time-management skills and I believe that it would be a strong asset to help me balance out YAC work with other schoolwork/ extracurriculars as well. I am 100% sure that I can devote my time to the YAC meetings and be there when I am needed for extra volunteer work or any other unexpected meetings. I can be really flexible to the YAC meetings and date timeing as well as volunteer at the activities that were planned by this program.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

One of the most crucial parts for outreach is that a lot of instructors and teachers at the high school usually post school or local Dublin events for students to go to and I am one of the many to check the announcements. They also post volunteer opportunities for local Dublin events like Splatter or the St. Patrick's day Parade. The sign ups fill up very fast, so I think that would be a highly effective method. Teens like to get involved in other events when there are volunteer hours available. I, myself, like to volunteer at events and volunteer at them while experiencing the event and volunteering at the same time. Another thing that would help teens get more involved in city-sponsored activities is to make them more appreciable and more age appropriate for them. A lot of activities in Dublin are targeted for kids typically in elementary, so having activities such as a tutoring program or mentorship program, or a book drive could be more effective and useful for teens to serve their part in the community and actually be interested into. I am also part of a club's outreach at my school, so I have past experience with making posts that look eye-catching and appealing to the age group. Posing on the Dublin Instagram is also useful because a lot of teens follow the account and see if there are new and upcoming events that they might be interested in. In order to get other teens involved in the community, I would use my social media pages effectively and use it to the YAC's advantage.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not yet attended a YAC or a city council meeting before.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Charvi Shree Appana (1).pdf

Upload 2nd Letter of Recommendation (optional)

Charvi Appana - Letter of Recommendation - 03_23.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

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8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

Members of the Youth Advisory Council,

I am writing to submit my sincerest recommendation for Charvi Shree Appana. Charvi is a mindful, dedicated member of my 9th Grade Biology class at Dublin High School. She is both an excellent example of the high academic standards we set here at DHS and a cheerful addition to any class discussion or group project. For these reasons I am confident she would be a stellar addition to your council, as collaboration and solving problems are some of her strongest skills.

I have known Charvi since the start of the 2022-2023 school year. In a way we were both new to DHS at the time, which is why her positive attitude and unique perspective stuck out to me so much when I first began teaching biology. Among nearly two-hundred students and five classes, I hold her in particularly high regards and fully expect her to do great things. In every way, Charvi puts her best foot forward, learns from mistakes, and perseveres in a fashion distinctly her own.

Please reach out to me with any additional questions or concerns.

Eleana Brumage

[redacted]

Biology & Chemistry Teacher
SHAPE Club Advisor
Dublin High School - DUSD

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 19, 2023

To Whom It May Concern:

I have known Charvi since August of 2022 as a student in my college prep English class. Charvi is a dedicated and motivated student who asks great questions and collaborates well with peers. She is hard working and well liked; a model student on campus.

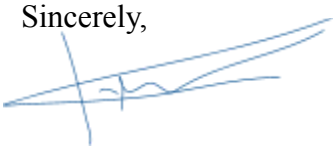
In all of my interactions with Charvi, she has presented herself to be a student with integrity and passion. She works hard to develop her academic writing and reading skills, she participates in class discussions, leads her peers during group projects and presentations, and remains curious about topics we're covering.

In 2023 it's difficult to relate with students when they are able to disconnect so easily. What stands out to me most about Charvi is that she is alert and interested in education, her community within the classroom, and that seems to have positive and vibrant relationships with friends and family outside of school. It's really easy for students to mask who they are and to prioritize their peers and image over wanting to excel in school. It's refreshing to have students like Charvi who want to be involved and who are willing to put themselves out there.

As a peer, Charvi is a great role model and makes sure to include others. She's welcoming and encouraging to everyone in class and offers thoughtful commentary in response to the ideas of her classmates even if she disagrees. Her contributions help challenge others to consider altering opinions and help our discussions deepen the understanding of complex and important themes in class.

I think that Charvi would make an excellent addition to the Dublin Youth Advisory Committee. She is someone who would consider all sides, can generate creative solutions to setbacks, and has a vested interest in supporting her community towards success, happiness, and greatness.

Sincerely,



Kate Anderton
English 9 Course Lead
Dublin High School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5845

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Raman

Last Name*

Arora

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I am very motivated to serve on the Youth Advisory Committee because this committee provides me the opportunity to work with like-minded individuals to ideate solutions on a city scale and lead community projects impacting the entirety of Dublin. Being a proud resident of the Dublin community for over 10 years, I can relate to the issues prevalent in our community and rather than be a bystander, I feel obligated to solve numerous issues and build a better community. The responsibility of a citizen is to play an active role in our community, and having a position on the Council would provide me significant experience to participate even more in the city of Dublin now and later on in life. I have a passion to always help others, whether that is through school or through my peers, and I am looking to explore how I can use my passion of helping one another on a community-scale.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

The YAC is looking for leaders and people who come forth and take initiative to bring a positive impact towards society, and I believe that I possess the various skills and traits needed for being a leader. For instance, I am a member of Boy Scout Troop 904, and I have held the highest position of Senior Patrol Leader for over 6 months in which I have planned various activities and trips for the troop, ran weekly troop meetings, attended all camping trips, and led patrol leader council meetings. This leadership position has taught me skills such as organization, delegation, planning, and creativity which I would like to utilize when running and participating in YAC events and initiatives. Additionally, I have completed my Eagle Scout Project where I assembled and distributed over 200 emergency safety kits in place (SKIP kits) for the senior apartment complex Ridgeview Commons in Pleasanton along with a presentation about the purpose of emergency preparedness. During the project, I reached out to an Alameda County 211 officer to organize and formulate the various items I would be inserting into my emergency kits; these items included a flashlight, notebooks, pens, first aid kits, etc. The planning for this project was extensive and took over 6 months and 100+ hours by completing a project proposal, plan, budget, fundraising, and so much more. Once I assembled the emergency kits and gave my presentation, I visited each of the residentâ€™s apartments and the amount of gratitude they expressed towards me for the effort I put into making these free kits was immeasurable. Second, I have been part of the Dublin Mayorâ€™s Council for a year in which I worked with the mayor and my project manager to design a web application for enabling seniors to contact voluntary drivers to have their groceries directly delivered to their doorstep, free of charge. I and my partner have spent several months developing the application for iOS and web, in where we developed many practical skills such as programming using frameworks like Flask and XCode, as well as outreach and marketing skills where we have tried to connect with food distribution centers such as Tri-Valley Haven and many more.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

A main issue I have noticed in the teen community in Dublin is educational equity due to lack of free educational resources available outside of school for underprivileged students to access. Specifically, many students struggle in STEM related subjects not because they arenâ€™t academically motivated, but because they simply donâ€™t understand the content presented to them in the classroom, and these students need to resort to accessing expensive tutors and programs. I have tried to tackle this issue before by writing a book called A Guide to the World of Geometry which provides easy-to-understand explanations of geometrical concepts to high schoolers in need of supplemental resources for math and geometry. However, I believe there is more to be done and with the Youth Advisory Committee, I would try to establish and run a program in various facilities where I can motivate other teens inside and outside the committee to join me for providing direct support in STEM subjects. I believe this opportunity at YAC could benefit those in need by enabling students to take more advanced courses in high school to prepare them for college and beyond.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

For after-school extracurriculars, I will be enrolled in Boy Scouts along with some independent app development and research. However, I believe these activities will not take up a significant amount of time during the school year and I will have sufficient time to attend all of the meetings and dedicate time afterwards for committee projects.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would be able to get other teens involved in YAC and City events because I have a strong network of friends and scouts who are willing and interested in participating in volunteering events, so I would be able to advertise the activities directly to them. Additionally, I am part of Dublin Mayorâ€™s Council and I believe that if we can coordinate some events throughout the year and partner with DMC, we could have a greater turnout of volunteers at City events (ex. the Christmas Tree Lighting was a huge success because of this). Finally, I am very competent in using graphic design software such as Photoshop and Canva, and I would be able to create flyers for different YAC events and post them throughout my local community as well as on social media.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Dear YAC Representative,

It is my pleasure to write this letter of recommendation for Raman Arora as he is seeking to be part of the Youth Advisory Committee. I have known Raman for the past 5 years, as he is a son of a good friend of mine living in the same neighborhood in Dublin.

Raman is a very reliable, mentally sharp, hardworking, morally strong, and trustworthy young man, as shown in the way he lives his life. I always found him very honest and someone who takes pride in his schoolwork or community work. He is known in the community as the young leader who led by example, well-behaved, carrying out his duties with dignity. I always found him very helpful, caring, and ready to support the people in need.

I strongly recommend him to be part of the Youth Advisory Committee since I truly believe that he would always dedicate himself to making the organization proud.

Sincerely,

Navneet Khullar

[redacted]

DUBLIN, CA

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5730

Date Submitted: 3/21/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Prisha

Last Name*

Ayachit

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would like to become a member of the City of Dublin Youth Advisory Committee so that I can contribute my ideas and collaborate with the other members to address issues that affect teenagers and others everyday. I think that constant improvement in a community is really important, and for that to happen we all have to work hard to achieve it. Being a part of YAC will give me the opportunity to first-hand try to solve the issues, or at least come up with solutions that will help. I also believe that being a part of YAC will help me as an individual, in developing new skills that will help me in the future. I will be able to grow as a leader but will also learn how to balance roles; like when to take charge and when to step back and listen to others. I will learn a lot from my peers and flourish new bonds. Teenagers right now, are the face of the future. Now more then ever, this world as a whole needs to make decisions that will help keep the environment running properly. For these decisions to be made properly, teenagers need to be educated and know what is going on in this world. I think that YAC will be able to find ways to build up that knowledge and unite the community.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I think I would make a strong candidate for the YAC because of my leadership skills. I think I can bring new ideas to the table and work with others to make it come true. I believe that execution is key and I can make that happen whilst being a part of YAC. Another strong skill I possess which is important while being in a team is compromising. When working in a team, there are times that not everyone will agree. However, it is important to compromise and come to consensus, as that is the only way it would be possible to portray the solutions. I also have experience when it comes to leadership as I have been part of student boards since elementary school. I have also applied for leadership in school which will help in working with teens and figuring out issues they face.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I think teens in Dublin are very enthusiastic but they also face many problems related to education and future journeys. Many people, including my friends and I are/have been stressed about academics. I have also noticed issues with social interactions, especially for teenagers, as their body is going through changes and they are trying to navigate the stressful years of high school. Teenagers go through many different things and it is important for them to feel like they are able to reach out to everyone in different positions (like their peers, mentors, coaches, seniors and more). To solve this, the YAC team, who consist of the same age and understand these struggles, could plan events for everyone, in school campuses and in the city of Dublin. These can correlate to academics but also for fun and/or for support for the section of community who are in need. I also believe YAC should collaborate with the schools and partner with them to plan events that can guarantee more participation from teenagers. Both YAC and schools(who know the teenage population well) should work together to ensure teenagers are enjoying, feeling safe, and trying their best to succeed.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Outside of school, I learn hindustani classical music and do Kathak, which is an Indian classical dance. I have been doing both for more than 7 years and have given many performances. I am also a proud girl scout and participate in many activities through that, including volunteering and leading my troupe members to earn new badges by developing new skills. I am currently about to start my journey to achieve the gold award which is the highest honor a girl scout can get. In school, I am a part of CSF which is heavy on volunteering. Additionally, I am a part of HOSA and Dublin MSF which are two medical related clubs. I get to volunteer through them, but also learn about different career paths that may interest me. I have also participated in Destination Imagination in prior years, and now mentor other groups to help them get ready for their competitions. I will be able to give time to YAC meetings and activities because this is something I really care about. I would like to learn from the experiences and take whatever opportunities I get to better myself and the community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Over the years, I have opened up to different groups of people resulting in more connections and a bigger network. To spread the word, I would make sure to advertise in many different ways. I would communicate with people personally, through social media, and even ask bigger groups like the board members to advertise it. It is also more likely for teens to attend if they are with friends/people they enjoy. Starting with me; if I were able to convince a few friends, it is very likely that they could persuade a few more. Like that, more and more people would feel like coming to the events. To make teenagers feel more comfortable, we could also host a few teen only events. For example, we could just have high schoolers for an event which we would craft based on what they like. This way they would actually want to come, and they would also be able to have fun with their age group and people who understand them very well.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I haven't attended a meeting recently but I hope being a part of YAC increases my participation.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Prisha Ayachit Letter of Recommendation YAC 23-24.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

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A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 19, 2023

To Whom It May Concern:

It is with my sincerest pleasure that I am writing in recommendation of Prisha Ayachit as a potential candidate for the Dublin Youth Advisory Committee. I have the honor of being Prisha's English teacher in her Advanced English 1 class (2022-2023), and I am pleased to inform you that the qualities she has shown in my class speak to her ability to make positive contributions to her future endeavors in your committee, as well as in our society as a whole.

Prisha stands out to me distinctly, as she is a critical thinker who is not afraid to verbalize her opinions, which consistently elevates the level of discussion shared with myself and her peers. She frequently participates in class, sharing great ideas and contributing to the rapport of the class, and she has a fantastic attitude. She always arrives to class with a good sense of humor, positive spirit and a constant curiosity to learn. Her contributions to our class are thoughtful and demonstrate her capabilities as a complex thinker who seeks viable solutions.

Additionally, each day, as we launch into the day's activities, Prisha demonstrates her eagerness through her willingness to engage closely with the texts and discussion topics we address in class. In her writing, Prisha organizes her claims well. Her observations are strong, unique, and well supported by ample textual evidence. An example of Prisha's strength as a writer and staunch advocate for social issues comes in the form of her Persuasive Speech, in which she argues for the importance of funding education for undocumented children. Prisha makes numerous well-researched claims, and her writing is tinged with genuine concern. Her

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tone is convincing and impassioned, leading me to the impression that she cares deeply about social issues and wants to make positive change in our communities. Additionally, Prisha is an excellent speaker and presenter with large groups, as I've noticed that she conveys her message and analysis of our texts with sincere interest and passion. She really pours her whole heart into the messages she shares with her peers. This enforces my belief that she would make an excellent addition to any board involving student leaders.

Prisha would be an ideal leader and contributor to your committee. In addition to her strong academic strengths, she works particularly well with her peers in group assignments, as well as discussions. Due to her confidence, positive spirit and sense of humor, she often naturally takes on the role of a leader. She also never hesitates to ask me questions and for additional feedback, which she readily applies to her work. With her strong academic and interpersonal skills, Prisha is a wonderful candidate for your Youth Advisory Committee. Please do not hesitate to accept her!

Sincerely,



Carmen Chan

Dublin High School English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5827

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Guhan

Last Name*

Bala

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Fallon Middle

What grade will you be in during the 2023-2024 school year?*

Grade 8

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

As a young generation, we are faced with many issues today like overuse/misuse of technology, global warming, lack of confidence etc.,I see opportunities to address them every day. I believe being part of YAC, provides an opportunity to put my words into action.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I work with my friends on several school projects during any school year. I listen to each of them carefully, understand their stance and engage on working out a solution that resolves any conflicts. Friends and my teachers acknowledge that i am good team player and effective communicator. With these skills, I am ready to make an impact by being part of YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Poor food choice - Through interactive and fun activities, we can educate about short and long term benefits of eating right. Also, have multiple healthy foods in vending machines at lesser cost. Addiction to technology devices - Spread awareness on responsible use of technology by having in campus events or projects or in-person interaction in class

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I take swim and math lessons during the week. Yes, I will be able to workaround the schedule to spend time for meetings and activities

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

By combining fun activities, giving away small swags or quick snacks, choosing a place that makes it easy to attend like parks, near school campus etc.,

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Recommendation Letter - Guhan Bala.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

"THE GAEL FORCE"

A California Distinguished School

Maureen Byrne, Principal
Paul Faris, Assistant Principal
Jennifer Nickle, Assistant Principal

Krista Taylor, Assistant Principal
Lenni Velez, Assistant Principal

To Whom it May Concern,

I am honored to write this letter of recommendation for Guhan Bala for the Dublin Youth Advisory Committee. I have had the privilege of teaching and mentoring Guhan in my seventh grade science class at Fallon Middle School. Guhan is a well-rounded, reliable, and dedicated individual who understands not only the importance of academics, but also the importance of teamwork and involvement in the community. Guhan has shared with me his aspirations to join the Dublin Youth Advisory Committee to gain valuable experience as he grows throughout his educational journey. Guhan strives to be the best scholar he can be and pushes himself to maintain his 4.0 cumulative GPA. In addition to maintaining a solid academic status, he also participates in extra curricular activities such as swimming and RSM math. He wants to make an impact in his community by serving as a mentor to his peers in the classroom and hoping to help others through the Dublin Youth Advisory Committee.

Guhan is a selfless and dedicated individual who puts his community first. He demonstrates skills to be successful in this program, and also portrays the desire to further improve himself as he grows. Working with Guhan as his teacher and mentor has been an awesome experience and I know he will make a great addition to this committee. He understands the importance of teamwork, dedication, and welcomes the opportunity to collaborate with people from all spheres in order to accomplish the task at hand. Please contact me if you have any questions. Thank you.

Best Regards,

Dominic Revelez

Dominic Revelez
7th Grade Science Teacher - Fallon Middle School
Varsity Football & Track Coach - Dublin High School

8151 Village Parkway
Dublin, California 94568-1699
(925) 833-3300
Main FAX (925) 833-3322
Admin FAX (925) 833-3344

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5763

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Ryan

Last Name*

Banerjee

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Quarry Lane School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would like to join the Youth Advisory Committee for the City of Dublin because my city means so much to me. My school, friends and family are all here and I care for them. To help care for them there are so many things to do. I want to give a voice to all of the youth of Dublin and represent their views to help make an impact and drive positive change.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am not afraid to use my voice and will do whatever it takes to achieve any goal while having a good ear for my peers and will help them out whenever needed. I will also draw on my experiences with spreading awareness to school students around the world.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Some issues include overpopulation in schools making it hard to stand out and be yourself. I would enjoy making outdoor and social activities more engaging to reduce usage of social media and technology.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently I am involved in robotics and badminton for my school. I will manage my time well to be able to devote many hours every month towards YAC meetings and activities. I am so passionate about this role in my community that I will prioritize this before everything.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

To get teens more involved, incentives could be put in place. Another thing to add is to make these events and activities more engaging towards the teen audience which may include things like social mixers or other influential motivators.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have attended a YAC meeting recently. It was on the 22nd of March at the Dublin Senior Center. One thing that seemed to interest me was the passion of the members towards different events, especially the St. Patricks Day Fair. I have also volunteered to help city council elections for Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Rec_RyanB.pdf

Upload 2nd Letter of Recommendation (optional)

Ryan BanerjeeYACLOL.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

The Quarry Lane School

Dublin Campus:
Jr. Kindergarten-12th Grade
6363 Tassajara Rd.
Dublin, CA 94568
P (925) 829-8000 **F** (925) 829-4928

Pleasanton Campus East:
Infant/Toddler, PreS and PreK
3750 Boulder St.
Pleasanton, CA 94566
P (925) 846-9400 **F** (925) 462-1066

Pleasanton Campus West:
Preschool and Pre-Kindergarten
4444B Black Ave.
Pleasanton, CA 94566
P (925) 462-6300 **F** (925) 462-1066

www.quarrylane.org

3/16/23

Dear YAC Review Committee,

My name is Shannon Harrison, and I am thrilled to recommend Ryan Banerjee to be a member of Dublin's Youth Advisory Committee. I am Ryan's Counselor at the Quarry Lane School. We don't spend a lot of time together just yet, but I spend enough time with him to know what he is into socially and academically.

One thing that stands out about Ryan is that after speaking with him about this opportunity it was really clear that he cares deeply about the Dublin community and all that live within it. He very much wants to give back to his community in a meaningful way. This past year he began volunteering within the Dublin City Council elections, where he gave a passionate talk about sustainability and affordable housing and is hoping to continue with the Youth Advisory Council.

Within our community at Quarry Lane, he devotes a lot of time to Robotics, where he coordinates events, participates in weekly practices to prepare to represent Quarry Lane at National tournaments. He has even taken this a step further by taking what he has learned thus far and encouraging students to engage in STEM in India. I know Ryan loves STEM, but with his passion for his community, I think policy may be in his future. Ryan participates in a few other extracurriculars at school and made high honor role this year. He is performing well on all fronts.

Ryan has a lot of good ideas, enjoys collaborating and really has a strong desire to make a difference in the Dublin community. I think he would be a great candidate for this opportunity. I enthusiastically recommend him without any reservations.

With Gratitude,

Shannon Harrison MA
Counselor
Instructor

March 8, 2023

Dear Honorable Mayor Hernandez,

Over the past few years, I have had the privilege of knowing Mr. Ryan Banerjee as a neighbor and friend. Ryan is currently a freshman at the Quarry Lane School in Dublin. He does quite well at school and is consistently an honor roll student. In addition to exceling at academics, he also represents his school in competitions such as chess, robotics, and badminton.

Ryan puts others before himself and cares deeply about making a positive impact in the lives of other youth. He has volunteered at several events to service our city. Last year, he also went to a school in India to help teach students about STEM.

Ryan is well liked by the community, school staff, neighbors, and his peers. He is well organized, thoughtful, creative, and articulate. I know Ryan will excel as a member of Youth Advisory Committee and strongly recommend him for this role.

Sincerely,

Kashef Qaadri

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5687

Date Submitted: 3/16/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Kavin

Last Name*

Berry

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High

What grade will you be in during the 2023-2024 school year?*

9

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I believe joining the YAC provides an opportunity for young people like me to become involved in the community and make a positive impact. Through the YAC, I can have a voice in local government and work to address issues that affect the community. It can also be a valuable learning experience for me. It can provide opportunities to develop leadership and teamwork skills, as well as a deeper understanding of how local government operates. In addition, being a member of the YAC can provide networking opportunities, allowing members to connect with other like-minded individuals and community leaders. It can also be a rewarding experience, as I can see the results of the efforts in the form of tangible improvements to their community. Overall, joining the YAC can be a meaningful way to give back to the community, develop important skills, and make a difference in the lives of others.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am reliable, trustworthy, and dependable in fulfilling my obligations and commitments.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe some issues that teens in Dublin, CA are dealing with include: Mental health: Teens may be struggling with stress, anxiety, depression, or other mental health issues due to academic pressure, social isolation, or other factors. Substance abuse: Substance abuse is a concern among teens in many communities, and Dublin is no exception. Teens may be exposed to drugs and alcohol through peer pressure or may turn to substances as a way to cope with stress or emotional issues. Social justice and equality: The issues of social justice and equality are gaining increasing attention among young people today, and teens in Dublin may be interested in addressing issues such as racial justice, LGBTQ+ rights, and income inequality. Environmental concerns: As climate change becomes an increasingly pressing issue, teens in Dublin may be interested in addressing environmental concerns such as air and water quality, conservation, and sustainability. The YAC could address these issues by providing a platform for teens to voice their concerns and ideas and to work together to develop solutions. Additionally, the YAC could work on projects that promote sustainability and environmental stewardship, such as community clean-up events, recycling programs, or education campaigns on energy conservation. By engaging with these issues, the YAC can help to create a more supportive, inclusive, and sustainable community for all teens in Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I play AAU Basketball

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

With YAC, we can organize mental health awareness campaigns, host workshops on substance abuse prevention, or advocate for policies that promote social justice and equality. Additionally, we can work on projects that promote sustainability and environmental stewardship, such as community clean-up events, recycling programs, or education campaigns on energy conservation. By engaging with these issues, the YAC can help to create a more supportive, inclusive, and sustainable community for all teens in Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Dublin Hackathon.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Referral for Kavin.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

To whom so ever it may concern

Hi there,

My name is Sonali Mathur. I live in [redacted] in Dublin. Kavin Berry is our neighbor since last ten years.

Kavin is a good kid who loves to play basketball. He is a happy child who always greets us with respect.

Kavin has good leadership qualities and I believe if he gets selected in Youth Advisory Committee. These qualities will get honed in the right direction.

If you have any questions I can be reached at [redacted] or email at [redacted].

Thank you.
Regards,
Sonali Mathur
Dated: 3/4/2022

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5850

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Kabir

Last Name*

Bhargava

Street Address*

[redacted]

City* Dublin

State* California

Zip* 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

This upcoming August, I will have lived in Dublin, California for 10 years. Still, throughout living here, I have never contributed to my community or shared my opinions and thoughts with any authority. The Youth Advisory Committee is the perfect opportunity to apply my skillset to a cause where I can share my opinion and make a difference. Additionally, serving on the Youth Advisory Committee will give me knowledge of how the city is run and provide me with experience that will benefit me in the future.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

One of my passions is computer science; I have picked up a few skills through it. One of these skills is analytical thinking. In a coding environment, you have to be able to identify and solve problems which is a skill that I had to learn when I started coding more. My strong skills also include working well in groups. Throughout my life, I have always been able to effectively communicate with people, regardless of our differences and my sense of teamwork has helped me tremendously. Finally, I have a creative mind. From a young age, I have been passionate about art which fueled my creativity. Even though my creative thinking grew from my passion for art, I apply it to many aspects of my life and it will continue to be one of my biggest strengths.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

From my point of view, the problem that teens face most is stress. Everyone faces pressure, but it is tough on teens because they are faced with several stress factors, and their brain is still in a developmental stage. During these years, stress can lead to lower-quality of grades, drug abuse, inadequate mental health, and bullying. I believe the Youth Advisory Committee can address this issue by pinpointing the causes of stress in teens and attempting to make a change.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the school year, I will be involved in tennis, possibly being on the school team, on my robotics team, which takes place outside of school and will be taking weekly piano lessons. I will be able to devote as much time as necessary, needed for Youth Advisory Committee meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

To get teens involved in such things, I would advertise them through options that can catch the interest of teensâ€"for example, social media. Social media is popular among teens right now and the best way to advertise events would be through it because of its accessibility, and ability to gain interest from teens. Additionally, posting on social media is free whereas other advertisement methods cost money while being less effective. Another way to get teens involved with activities is through my school Gmail account. I check my school email a lot and am sure that other teens check their school Gmail as well, which is why it would be a great place to share event details. Similar to social media, Gmail is a free service, while still being effective.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have never attended a Youth Advisory Comittee meeting or any City Council meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Recommendation-Umang Sood.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Letter of Recommendation

It is my immense pleasure to recommend one of my best students, Kabir Bhargava, to your Youth Advisory Committee for the City.

Kabir has been taking Python classes from me since January 2021. He's a great student due to his analytical skills, ability to solve problems, and polite nature. He is a quick learner and has a strong work ethic, he makes an effort to question the "why" of his work as it not only further helps him understand the problem but also leads him to a better solution.

I believe his best qualities are his commitment to utilizing his creativity to solve challenging problems, passion for collaboration, and curiosity to learn. Kabir possesses all the necessary qualities to succeed and lead the goals that he defines. Additionally, Kabir's desire to lead is evident from his fresh perspective on issues and creative approach to problem-solving.

If you have further questions related to him, please do not hesitate to contact me.

I wish him success in his future endeavors.

Umang Sood
(Python Instructor)
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5779

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Anya

Last Name*

Bhatnagar

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Fallon Middle School

What grade will you be in during the 2023-2024 school year?*

7

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Iâ€™m very excited to become a member of Dublin Youth Advisory Committee. I would like to volunteer at events at Dublin, be more out there and be helpful to others at the same time. When I am seen and known by others, it gives me a sense of leadership. I want to be spotted as a leader who helps others and makes sure they know their opinion matters. I also want to spread the word about any Dublin events that are upcoming and soon. Plus, it would be so cool to be part of a group that makes a difference and helps the community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I skill I possess is leadership. I think I would be a great fit for the youth advisory committee! I'm super good at communicating my ideas and listening to others. I'm also an artist and like music, so I can come up with some creative solutions to problems. And, I love being part of a team, so I'm sure I'd be a great with the other committee members.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

There are so many issues that teenagers are dealing with right now.Like, mental health, bullying, drugs, alcohol use, and stress from school and social media and just feeling like they don't have a voice. I think the youth committee could address these issues by creating programs and events that support mental health and well-being, and promote kindness and acceptance. And most importantly, we could make sure that teenagers know that their voices matter, and that we're here to listen and help them in any way we can.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am involved in a few activities including a club I run as a President called Webiscovery. I am also a member of Advocates of Dublin, where I presented on â€œWaste Managementâ€ to the Dublin Council. I will definitely be able to make time every month for YAC meetings and activities, since the other school activities are once a week only.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

We can get get other kids involved in community events, make it fun and exciting! Another way I could get other teens involoved in the community, events, and city sponsored activities is through my school, Fallon Middle School (FMS). For example, putting up flyers around crowded areas like school. That way teens can be known of the activities and events YAC has volunteered for or arranged. If we have cool and eye-catching activities and games, more kids will want to come out and join in.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Yes on 1/25/2023, 2/22/23, 3/22/23 I liked volunteering and helping in the library, which was the outcome of the meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

FMS-LOR-1.pdf

Upload 2nd Letter of Recommendation (optional)

FMS-LOR-2.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 12, 2023

Recommendation Letter for Anya Bhatnagar for Dublin YAC

To whom it may concern,

It is my pleasure to write this letter of recommendation for Anya Bhatnagar to serve as a member of the Dublin YAC. I have known Anya as a student in my math classroom since the beginning of this school year, starting in August, 2022. Anya is polite and perseveres through challenging situations. Anya works great with other classmates when there are team activities and is good at finishing tasks independently when needed. Anya is also not shy about asking questions when she is confused about a topic to make sure that she understands how to approach all problem types. Anya is always happy to help her classmates with problems when they are confused and she understands. She does this in a way that helps but doesn't make others feel bad for not understanding initially.

Anya is an active leader and participant in various clubs and organizations inside and outside of school including Webiscovery where she serves as the president and the Advocates of Dublin team where she participates as an active member. Anya enjoys helping others and has volunteered at homeless shelters with her family.

Finally, Anya loves creating art. She has earned multiple achievements for her artistic efforts. Some of these include a commendation for creating a 9/11 poster for the CHP, an honorary mention for an entry in the AACI art contest, and a "Heart" award for Daughters of America art contest.

For the reasons stated above, I recommend Anya Bhatnager to serve as a member of the Dublin YAC. She will be a valuable addition to this council.

Best Regards,

Kimberly Carlson
Math Teacher
[redacted]
Fallon Middle School
3601 Kohnen Way
Dublin, CA 94568

3/14/23

To Whom it May Concern:

I am writing this letter of reference on behalf of Anya Bhatnagar, who is applying for the Dublin Youth Advisory Committee.

I have known Anya since the beginning of this school year as her 7th Grade Core teacher and club advisor. Anya participates meaningfully and consistently works hard in both of my classes. She is also very organized and a good leader.

Anya has a number of traits that show her good character: she is driven, dependable, creative and compassionate. For example, Anya devised and developed a club on campus that aims to help students be more informed and engaged at school, is a member of the Advocates of Dublin team, and has volunteered with the YAC and at homeless shelters with her family. Anya has also received several awards and commendations for her artistic contributions to the community at large.

I highly recommend Anya Bhatnagar for the Dublin Youth Advisory Committee - Anya will be a positive addition to your organization. Please feel free to contact me if you would like any additional information.

Sincerely,

Mia J Salazar

Mia Jaramillo-Salazar
7th Core Teacher, Fallon Middle School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5728

Date Submitted: 3/21/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Samridhee

Last Name*

Bhatt

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

12th grade (Senior)

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would like to be a member of the City of Dublin Youth Advisory Committee so I can offer my voice on future programs and activities offered by Dublin. As a teenager myself, it is difficult to discover entertaining activities that interest me. I hope I can become a member of YAC and give my opinion on activities for fellow Dublin residents.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

Some of the skills that I possess that would make me a strong candidate for the YAC is my attention to detail, teamwork, problem-solving, positivity, and compassion. When completing a project, I will make sure all parts are completed to perfection. On top of that, I have a good work ethic and do tasks without procrastination. I possess leadership skills and am able to collaborate and communicate easily with my peers. I am also a positive person and will look on the bright side before giving up, allowing me to solve problems easily.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that currently, teenagers in Dublin are dealing with an influx of mental illnesses. There has been a rising number of members of the youth that are dealing with depression, anxiety, or other mental disorder. The YAC could address the issue of mental illness by forming a therapy group with a licensed therapist taking lead. In addition, the YAC could create entertaining community-oriented activities to ensure the teenagers are part of a community and are cared for even if they feel lonely.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently a teen volunteer for the Dublin branch of the Alameda County Library. I am also on the leadership board of the Teen Advisory Group at the Dublin Library. I also have extracurriculars such as violin and singing on Saturday mornings. I will be able to devote time each month to YAC meetings and activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in activities by contacting the administrators at schools in Dublin Unified School District as well as other surrounding school districts so they can spread the news of the activities via email or announcements. In addition, I would go to popular stores that teenagers visit and hang up flyers. In addition, I would spread the news by word of mouth and post digital flyers on my social media pages.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended any YAC or other meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Samridhee Bhatt.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

LIBRARY
Dublin

Alameda County Library
[redacted] Dublin, CA 94568
aclibrary.org | [redacted]

March 16, 2023

To Whom It May Concern,

It is my pleasure to tell you about an amazing volunteer, Samridhee Bhatt has been a volunteer at the Dublin Library since October 6th 2022, but has been an integral workforce to the library and is part of my leadership team for the Teen Advisory Group. I have worked with many teen volunteers as the teen librarian at the Dublin Library and my previous position, and Samridhee has stood out as an exceptional volunteer. She has helped with many different programs; our Teen Advisory Group, children's crafts, Grab and Go Craft creation, and Family Board Games to name a few. She has completed 69.5 hours with the Dublin Library since becoming a volunteer.

Samridhee has been an invaluable asset to our volunteer program and the Teen Advisory Group (TAG). She is polite, friendly, and welcoming to everyone that she meets. She has helped out at many family programs, assisting in craft preparation, and helping run various stations during our many events as well as helping lead the Teen Advisory Group meetings as part of the leadership team.

Besides being an extremely capable volunteer, Samridhee is a very creative person and has created flyers and craft instructions for some of our Grab and Go Crafts for children. She has many great ideas for programming in the library that will not only benefit youth, but also draw more individuals to the library from the community. She has been working with the TAG to try and create teen led programming at the library as well. Samridhee is a stellar example of a teen volunteer. She has enriched the lives of many library members, and has been an exceptional ambassador for the library. Samridhee will be a wonderful addition to Youth Advisory Committee. She will use all of her talents to enrich her experience, and to be an active member.

I am very pleased to write a letter of reference for Samridhee, and recommend her highly. If you require any more information, please do not hesitate to contact me.

Sincerely,



Susan Gardner

Teen Librarian

Dublin Library
200 Civic Plaza
Dublin, CA 94568
[redacted]
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5772

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Chloe

Last Name*

Brandt

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

As a current member of the committee, I have had the opportunity to talk and work with so many amazing people in our community. As a teenager, I donâ€™t feel there are many ways to make the voices of my peers heard, but this committee is an exception. YAC is a great model for other cities on how to include youth in making impactful decisions. YAC is all about addressing the issues that youth face and finding ways to better them, which is exactly what I think we need more of in this world. I want to bring about positive change and show my fellow teens that local government is a great way to do that. I feel like the work that YAC does really makes an impact, and I would love to be a part of this group for as long as I can.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am a very outspoken person. I enjoy public speaking and love discussing ideas with people who have different perspectives. Compromise is one of the skills I am working on, but I have been getting a lot better at it over the past school year, since high school is a place with many different perspectives. I have learned to better address and work towards correcting my faults. I am also a very organized person. I plan ahead and am very thorough in my thought process, diligently thinking through every action. I am very responsible and manage my time well, making sure to delegate my time and enthusiasm to the things in my life that I find important.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I know I, personally, have struggled with mental health a lot in the past few years. This issue among teens has already been talked about within the Committee, but I think it is such a large and overarching topic, that it can be addressed again. The Mental Health Forum is a great starting point. As a part of the Ad Hoc Committee for the Mental Health Forum this term, I believe it is an important and meaningful event, and I want to make sure it stays an annual event in our city. I think another way to connect with more teens is to possibly have this event in a school setting or in a more interactive format. I really donâ€™t want youth to be given lectures on the adultâ€™s perspective on their struggles, but rather, to be included in discussions and activities to bring awareness. Teens donâ€™t want to be talked at. They want their voices heard.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in my schoolâ€™s Leadership program. We plan and create events for the school such as dances, rallies, fundraisers, and school bonding activities. I am also a part of a musical theater company, at which I volunteer 15 hours a week. My mother owns a small business that provides shave ice and snacks at parties and festivals. I help her out quite a bit during the warmer months. All of these do take time from my schedule, but I am very organized and I have always been able to set aside time for important things. YAC is a very large responsibility, but one I will take wholeheartedly. So, in summary, yes, I will be able to devote my time to meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

As a part of the committee this year, and as a part of high school leadership, I have learned that one of the largest struggles in planning events is advertising. This is especially difficult when marketing to teens. One thing I would like to say, though, is that the youth in our community are exceptionally driven. At the high school, we have many students that want to make a difference in our world. If we, as a city, want to get teenagers interested and involved in these events, we just have to find ways to reach them. When a school wide email was sent out to all Dublin High students about applying for YAC, many people became interested in the committee. If we apply this same strategy to our other events, and possibly make more enticing visuals, we can reach a larger youth audience.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

This most recent YAC meeting I have attended was the meeting on March 22nd, 2023. One of the items that I was interested in was the Benefit Concert Ad-Hoc Committeeâ€™s update on their plans. After listening to their progress, I volunteered to help set up the event.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Chloe Brandt - Youth Advisory Committee (YAC)
Application 23 -24.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File | No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

[redacted]

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

To Whom It May Concern:

I am honored to be writing a letter of recommendation for Chloe Brandt. Chloe is a very bright, determined and motivated student, as well as a person of tremendous talent and character with many leadership skills.

I have had the pleasure of knowing Chloe this school year,, and her determination and work ethic is something to be admired. Chloe is constantly looking for not only ways to improve herself, but always taking ownership in making others around her better. Chloe's ability to work with others really allows her to be a mentor for many students in our leadership program.

Throughout the time I have known Chloe she has worked well under pressure and with others.. She continues to stay positive, encourages others daily, and is inclusive in everything she does for our program. Her ability to be solution oriented really allows not only for our class to meet its goals but exceed them as well. Chloe is constantly looking for ways to not only help her fellow classmates, but fellow school members and community members as well. Chloe truly exemplifies what being a mentor and role model is all about.

Chloe is also very much respected on campus as well. Her ability to focus in and out of the classroom has allowed her to be a go to student on campus and is an ambassador for teachers when there is a new student on campus, reaching out to students who may need help, or just being a great all around student.

I highly recommend Chloe for your committee, her determination and goal setting is a great example of what she can bring to your program. Her leadership skills will leave a lasting

impact with not only our school, but our community as well even after she graduates in a few years.

Sincerely,

Michael D'Ambrosio
Leadership Teacher
Dublin High School

www.dublinusd.org/dhs

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5799

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Kaushik

Last Name*

Chandolu

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee to tell the City of Dublin the programs that teens need. As someone who volunteers to teach middle schoolers and incoming middle schoolers many skills ranging from coding to boy scouts, I have a lot of expertise in understanding the needs and wants of current and future middle schoolers. This valuable insight would be crucial to YAC next year as it gives an idea of what not only the current generation of teens want, but also what the future generations of teens want in the future. Not by insight on what middle schoolers are valuable, but by insight on high schoolers would be very valuable as well. This is due to the fact that as a part of the Envirotech, Help Youth Code(2 high-school clubs that help out the community), and Boy Scout troop 904, I understand what teens that are making change in change need from the city of Dublin. As a member of YAC, I plan to use my valuable insights from these experiences to help the city of Dublin make sure teens such as myself get the most out of Dublin's programs and activities. Not only will I do that, but I will also assist with planning and running youth activities using my expertise in planning and running events that I got from being the Assistant Senior Patrol leader and Den Chief in Boy scouts where I ran and led many troop meetings, campouts, and troop events. I also want to be a part of YAC, so I can gain experience with working with the city of Dublin, so in the future I can contribute to the city of Dublin more as a part of other commissions, councils, and committees in the future as an adult. I have always wanted to give my inputs to Dublin programs and activities especially programs related to the library or big activities like the Saint Patrick's day, but never knew how to do so until I met Mahi, who was on YAC in the previous term, and told me all about YAC which peaked my interest and led me to be very keen on joining the program. I believe as a member of YAC, I can help improve the quality of Dublin programs for teens and future generations of teens for years to come.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I possess many skills that are crucial for a YAC member. One of these skills is communication. This is probably the most important skill needed for a YAC member. This is because not only will YAC members be communicating with other members of YAC, but they will need to communicate with many other teens and ask their input on Dublin programs and activities. Not only that but they must be able to effectively communicate these inputs they have received back to YAC. This is why communication is so important, and I have developed this skill through participating and helping plan projects and events in high school clubs like Envirotech and Help Youth Code. I have also developed this skill through planning countless activities in Boy Scouts where I had to communicate plans, ideas, and instructions to different groups of people like adults, the scout leader's council, and troop members. Another skill that is essential for a good YAC member is commitment and time management. A good YAC member must be able to effectively manage time and give as much time needed to get work done. I am very committed to everything I do, 1 example of this is my commitment to boy scouts from where I got the hours I needed for the Bronze Presidential Volunteer Service Award(which requires 50 hours). My planning skills that I have developed through the clubs and activities I have done have helped me perfect my time management skills allowing me to put in more than enough time into all the activities I do. 1 way I like to manage my time is to use the pomodoro technique in order to get more work done, in a short amount of time, without burning out. It is one way I am able to manage my time much more than others. Another very important skill for a YAC member is planning. As a part of YAC, it is almost guaranteed that a member must do some sort of planning. Other candidates may not be very good at planning, but I have lots of experience planning events for boy scouts, planning project timelines for Envirotech, and planning lessons for Help Youth Code. One more skill that is very important for a YAC member is teamwork. YAC is not a solo mission and members must work as a team to get anything done. In boy scouts and in my other clubs, I have to work together with other people in order to plan events, lessons, or activities. These experiences have allowed me to understand what it takes to be a good team player. This is why I believe these 4 skills are crucial in any YAC member and I believe that I exemplify them very well.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe 1 major teens face this is a lack of information. Many teens do not know about the sheer amount of opportunities that they have at their disposal. There are so many programs and activities the city of Dublin has for teens however, most teens do not know about most of them. This is where YAC comes in. I believe YAC should advertise these programs more and get them out to more students, especially younger students. These programs would be much more popular if more people knew about them. Another big issue that teens are facing is that they are too stressed. In high school many teens take lots of AP courses and do many extracurricular activities to try to get into a good college after high school. This causes many of them to be incredibly stressed and busy. To combat this I believe YAC should help in starting relaxation workshops and time management workshops in order to improve the mental health of high schoolers in the city of Dublin. I believe doing this in schools is the best place to do these workshops, but doing them at the library is also an option. One group of teens I would like to highlight are teens with disabilities. This group is often overlooked and there are rarely ever programs for them made by the city of Dublin. As someone who has experience volunteering to work with kids with disabilities, I see how these kids have far less opportunities and programs available to them compared to other kids. I believe that YAC can help the City of Dublin organize workshops and programs for teens with disabilities, and give equal opportunities to kids without disabilities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will still be involved in Boy Scouts, Envirotech, and Help Youth Code next year. In Boy Scouts, I spend time planning and executing troop meetings and troop events like hikes or campouts or service projects. In Envirotech, I spend time using raspberry pi's to help automate the new greenhouse this club is building behind DHS and I made working on building this greenhouse as well. In Help Youth Code, I spend my time teaching middle schoolers python and enabling them to code bigger and more complex projects that they wouldn't normally do in school. I will also spend some time volunteering to work with kids with disabilities from time to time with different organizations. Here I do many things such as play with these kids, teach them new skills ranging anywhere from social skills to coding. I do spend a lot of time doing these things that I love, as I am committed to my activities, but that doesn't mean that I won't have plenty of time for YAC. I would be easily able to dedicate 10-15 hours per week for YAC and I am willing to dedicate more time for YAC if needed.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

My plan to get other teens involved in the community and in teen events is basically advertising. Most teens aren't participating in many community events because they don't know about it. However, when they do know about them, most of them would come to these community events. This is why Dublin's best way to get teens more involved in the community and in City-sponsored events is to advertise these events. There are 3 ways that YAC could advertise. The first way is to make a flyer and post it on YAC's and the city of Dublin's social media pages plus the social media pages of YAC members to promote upcoming events and activities. Now this is probably not enough, but there are more ways we can advertise. The second way is to have YAC members talk about upcoming Dublin events in-person with their events. If these events are very interesting and appealing to a large group of people then the existence of these events would spread via word of mouth. The third way to advertise is to partner with schools to advertise. You can have schools announce and talk about these events with the students attending there via the video bulletins or announcements from the loud speaker. You could also partner with high school or middle school clubs to help run the event, which would bring in a lot of teens to the event as clubs usually have many members. It would also be smart to target specific groups of people for certain types of events. Like advertising a concert to music lovers. We could identify these groups by looking at clubs or classes related to whatever event we are advertising for. Then we could advertise to those specific clubs or classes and get more teens coming for the amount of advertising we did. Another way we could try to get more teens to come to these events is by making an incentive for these events to encourage teens to come to community events. These incentives could be free food, small prizes, or even just offering volunteer hours to those to volunteer. These are all the ways I would get more teens involved in community and City-sponsored events. Another thing about me is that I have experience in executing almost every way I have listed, allowing me to be a big asset to YAC if I am chosen.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a YAC or other Dublin Commission or City Council meeting due to me not knowing about any opportunity to join those meetings. I definitely would have attended one of those meeting if I knew of an opportunity where I could have attended.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Chandolu, Kaushik Letter of Rec.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 22nd, 2023

Letter of recommendation for Kaushik Chandolu

[redacted]

It is my pleasure to be writing this letter of recommendation on behalf of Kaushik Chandolu. While Kaushik is new to my caseload, I have already noticed how patient, resourceful and respectful he is.

- Throughout his high school career, Kaushik has been involved with our clubs on campus. Kaushik has been a part of the Envirotech and the Help Youth Code Clubs. Through the Envirotech club, he has had the opportunity to use technology to create environmentally friendly projects. The Help Youth Code club has allowed Kaushik to teach elementary and middle school students how to code. While being an active member of our school community, he has maintained a 4.0 cumulative GPA.
- Kaushik is a dedicated member of his community. He is the assistant senior patrol leader and den chief for the Boy Scouts. Through this experience he has been able to develop strong interpersonal skills, strengthen his leadership skills, and support others. Kaushik helps lead meetings and facilitates lessons with the younger elementary school boy scouts. Kaushik is also currently involved in many different volunteering programs where he supports students with disabilities in a variety of ways.
- With that being said, Kaushik's passion lies with interacting and helping others. Kaushik is interested in being a part of the Youth Advisory Committee (YAC). He has always been drawn to interactions that support the people around him. By having the opportunity to be a part of YAC, he will be able to continue his support and address issues that affect youth.

Kaushik is a hard working individual who is an inspiration to others and promotes growth through community engagement. Kaushik Chandolu would be a wonderful addition to your program.

Sincerely,

Jacey Luzzi

Dublin High School Counselor

[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5822

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Vanessa

Last Name*

Chang

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to apply for this position due to the fact that, other than Splatter and the St Patrick's Day Parade, I don't believe there are any big events that allow the whole community to interact with each other. In the almost 12 years Iâ€™ve spent living here, there have been many instances where Iâ€™ve heard people say that once they graduate they want to leave and never look back. When I questioned them about it, they would tell me that, while it could be fun, most of their time spent here was always uneventful. And it got me thinking, do I really want me and my peers to leave this city regarding it as â€œboringâ€? After all the time we spent growing up here? The answer is no. I want to be able to help our city being a place and time people will recall fondly and remember as fun and exciting. To provide even more great memories for when some of us eventually leave and go out into the adult world. Additionally, I think there are many events that can be organized that can fix the aforementioned issue, as well as celebrate more minorities through participating in more cultural celebrations, or just celebrating different identities that are underrepresented. Our city is already a wonderfully diverse place. However, I believe that setting up more opportunities to allow us to connect, learn, and celebrate other cultures will greatly benefit and excite my peers. Many of us are very connected to our own cultures, and it would be nice if we could both share our own experiences as well as learn from each other and build a bond based on mutual acceptance and understanding. Furthermore, I believe that being a part of YAC will be a beneficial experience which can help me exercise and improve my problem-solving and leadership skills. Overall, my main reason for applying to become a member of the City of Dublin YAC is to create a fun and memorable environment for us teenagers and help us forge more connections with others.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

The skills that especially make me a strong candidate for the YAC is my ability to work with others and my emotional intelligence. To start off with teamwork and cooperation, I am able to work both as a leader and follower depending on which the situation calls for. I will listen to what other people are saying and do what they need me to do, however if the group is a little lost, then I will not be afraid to step up to try to figure out what we need to do. Additionally, I will always make sure that I do my fair share of the work and do not burden others by wrongly pushing anything onto them, largely due to my morals as I know that I need to be accountable for my own work. Iâ€™m also always open to helping others where they need it. I wonâ€™t exactly do everything for them, but I will answer any questions people have and help them understand what they need to do and how to do it. In regards to emotional intelligence. I am quick to gauge how others are feeling, and once I know the context and situation, I am able to understand and empathize with why they are feeling the way they do. This will be very helpful in the YAC as that way we can understand what will and wonâ€™t appeal to other teenagers and why they would feel that way. That information can be used to help develop our events and activities and make sure that they will actually interest the youth of Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

One of the biggest issues teenagers in Dublin are currently dealing with is the anxiety and depression that comes from the immense pressure of doing well academically. As the years passed by, the culture surrounding grades and GPAs only became more and more toxic, especially in the Bay Area. So many have been conditioned to believe that any grade under an A or B means failure and that any GPA that isnâ€™t above a 4.0 isnâ€™t good enough. This leads to many teenagers feeling intense anxiety and fear at the prospect of not getting an A and eventually beating themselves up about it if their grades drop to a B. Unfortunately, but expectedly, a good amount of the teenagers in our community have also fallen victim to this mindset, creating a rather dreary atmosphere at our schools as many students are either tired from studying or disappointed by themselves. While it will be difficult to remove layers upon layers of this culture, we can start to chip away at it by focusing on the mental state of our teenagers first. There are many ways to tackle this issue such as holding de-stressing events where teenagers will be able to relax together with activities such as reading, playing games, eating, or just simply sitting in a comfortable space and chatting with others. A program could also be organized where students who may not have others to study with could sign up for a study group catered to a specific subject, as it would alleviate the stress of trying to understand and memorize the material all by themselves. Another issue amongst teenagers is the lack of representation for different identities. Our city is on the diverse side, however, one aspect that is often overlooked is the diversity in gender identities and sexualities within our city. Especially among teenagers, there is a large population of us that are part of the LGBTQ+ community. However, teenagers are still grasping at crumbs for any semblance of representation, with even just rainbow socks being exciting. Our city will put up a progress pride flag, but there is so much more we could do to come together and celebrate the LGBTQ+ population of our city! We could hold pride parades and festivals, similar to how the St. Patrickâ€™s Day celebrations are done. And if there is a concern with homophobic members of our community, it could be subtly done and advertised as a â€œSummer Celebrationâ€ where the items sold will be pride-themed, but the decorations used could be the colors of different pride flags arranged in a certain way that it wonâ€™t seem to be any different compares to your run-of-the-mill decorations. Hosting an event like this will not only make LGBTQ+ teenagers feel heard and seen in Dublin, but it could also set a good example for the younger generations and erase the normalized homophobia that currently exists.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in extracurricular vocal and art classes. In my vocal class, itâ€™s very standard. I learn songs and will prepare one to sing in front of a handful of other students in their parents. In my art class, I am currently working on making a realistic-fiction comic book, telling the story of characters who I have developed myself. I plan to continue both of these activities next year. Additionally, I plan to plan an ROP class, which I understand is academic, however there will be many opportunities for me which I plan to take that will allow me to be a teacher assistant to an elementary school teacher, allowing me to interact with younger children as well as help me use and practice public speaking and my leadership skills. I will be able to devote time each month for YAC meetings and activities for the most part. There may be times where my classes and YAC activities overlap, however my schedule is flexible and I will always be able to reschedule my classes in order to take part in the activities. As for meetings, I will definitely have enough time to be present at them.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

There are many ways to reach other teens and convince them to participate in and interact with the community. The first way is social media.Itâ€™s a pretty straight forward method, with a few teenagers of varying friend groups, social media can make word travel fast and the existence of any activities or events will, with time, reach the majority of teens in our area. The second way is through word of mouth. While social media is effectively quickly spreading information, people may end up looking at a post or an online flier and moving on with their day without thinking back on it. However, when this information is spread face to face, people will become more inclined to make plans to go should they have the time. When peo0le are asked head on whether theyâ€™re going to go to an event or not, naturally their curiosity will be piqued. And since they were practically invited by whoever asked to go, theyâ€™ll consider going more seriously compared to if they just saw the information online, which leads me to my next point. How to catch people's attention through flyers and online posts. We would need to utilize creativity and make a poster thatâ€™s colorful and eye-catching, but in a way where it will still remain aesthetically pleasing to the eye. This will allow viewers to associate the poster and the event with a more positive connotation, and will likely make them more interested in joining. Additionally, it would help if there was another aspect aside from the event itself to incline others to join, such as promises of food. While this may seem superficial, itâ€™s a good strategy to lure people in and have them be able to experience how fun an event can be, which will throw them into a rabbit hole and convince them to return the next time something similar is hosted.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Unfortunately, I have not recently attended a City Council meeting. However, I will look forward to it if you will have me.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Vanessa Chang LOR - Google Docs.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ● 925-833-3300 ● FAX 925-833-3322

March 23, 2023

To Whom It May Concern:

It is an absolute pleasure to write this letter of recommendation for Vanessa Chang. I have had the pleasure of getting to know Vanessa over this school year, as her criminal justice teacher. Vanessa is a conscientious student who works well both independently and as a member of a group.

This past week, students were tasked with a group project in which Vanessa really stood out as a top performer in her group. It was apparent that she put in the most effort of anyone in her group. Vanessa ensured that the group's presentation met my expectations. She proofread slides and added details her group missed during the presentation.

Vanessa is interested in being a member of the Youth Advisory Committee because she sees a need in her community. In a conversation I had with her, she said: "I think there are many events that can be organized to celebrate more minorities through participating in more cultural celebrations or just celebrating different identities that are underrepresented." She has a nuanced perspective on how her community can be even more inclusive than it already is.

Vanessa is a young person with high moral character who cares about the world, and the people who live in it. She strives to put her best effort forth, always. If you wish to discuss Vanessa's qualifications any further, please contact me via email at [redacted].

Best regards,

Nakisha Harris

Nakisha Harris

ROP Criminal Justice Instructor

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5836

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Irene

Last Name*

Chi

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

12th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

In my current term serving in the YAC, I absolutely love it! I am very fond of the environment in which we have created, where everyone in the committee has a voice and a valuable opinion; I love the rapport weâ€™ve built, as weâ€™re all very friendly with each other to the extent where we feel beyond a committee and more like a community. In addition, Iâ€™ve also had the opportunity to fulfill many volunteering duties in partnership with the City, and Iâ€™m grateful for each and every one. I sincerely hope that I can continue volunteering on behalf of the City and keep giving back to the community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am considerate and mindful; I always listen first before interjecting with my own opinion. I am always receptive to new ideas, making sure that I take all of the factors into account objectively before agreeing or disagreeing. I am never one to slack off, as I put full effort into everything I do, whether it be volunteering at an event or inserting an opinion on a crucial matter. On another note, I am also very friendly and welcoming; I always take the initiative to make sure everyone feels welcomed and included.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I am aware that many teens are struggling with mental health, especially now in a time where we stress the importance of high academics, often overlooking personal well-being in the process. I believe that we could arrange more events along with the Youth Mental Health Forum; though we already have a few events going on at the present, we could expand our horizons and implement more events that teens are inclined to participate in. For instance, I attended the Dublin Mental Health Forum last year, where various people were able to share their unique experiences of handling their mental health, and only one participant was a teen in high school. As I am fond of the concept of this event, I suggest that we have more events similar to this, but led by exclusively teens so that other teens are more inclined to participate.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in a wide variety of activities and extracurriculars, and will continue these going into next year. I volunteer frequently for the Dublin Senior Center, Kids Against Hunger and as well as various events in association with CSF (California Scholarship Federation) and NHS (National Honors Society). I also volunteer on behalf of Dublin Key Club, which I served as Project Chair for last yearâ€™s term. I am also involved in my schoolâ€™s theatre program, and I play piano competitively. In addition, I will also be working a part-time job, but it should not interfere. While my schedule is pretty busy, I will always devote time to attend the majority of, if not all of the YAC meetings as I have managed to balance my schedule and attend all of the general YAC meetings for this term.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Since I have a lot of connections to outside organizations, I was thinking that I could get them in contact with the YAC and have them possibly advertise city related events through their own events. This would gain more exposure, as a wider audience will inevitably bring more attendees. In addition, it can also be simple as telling a friend and inviting them to volunteer with you, who will in turn, invite their friends, and so on.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

The latest meeting Iâ€™ve attended was the YAC meeting on 3/22/23 as a committee member. We received information regarding two outside organizations, as well as updates from the Ad Hoc committee. The meeting was relatively short in comparison to other meetings that have been held this term, albeit packed with information beneficial to the committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Irene C YAC recommendation letter 23-24.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN
CALIFORNIA
THE NEW
AMERICAN
BACKYARD

March 16, 2023

To Whom It May Concern:

This letter is to express my support on behalf of Irene Chi for the Dublin Youth Advisory Committee. Irene is an intelligent, organized, and motivated individual who has been volunteering at the Dublin Senior Center helping her community.

Irene is a positive person who possesses a cheerful "can do" attitude. This attitude has allowed Irene to work efficiently and effectively with others.

She is approachable and I feel Irene is a great candidate for the Dublin Youth Advisory Committee. I think she has the personal, as well as academic qualities to be an effective member. If you would like to discuss Irene's qualifications, please feel free to contact me at [redacted]

Sincerely,

Jennifer Li Marzi
Recreation Technician
City of Dublin
Parks and Community Services Department

City Council
925.833.6650
City Manager
925.833.6650
Community Development
925.833.6610
Economic Development
925.833.6650
Finance/IT
925.833.6640
Fire Prevention
925.833.6606
Human Resources
925.833.6605
Parks & Community Services
925.833.6645
Police
925.833.6670
Public Works
925.833.6630

100 Civic Plaza
Dublin, CA 94568
P 925.833.6650
F 925.833.6651
www.dublin.ca.gov

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Print

Youth Advisory Committee Application 2023-2024 term - Submission #5778

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Anay

Last Name*

Chokhani

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

9th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a Youth Advisory Committee member in order to help other teens, and it fits with my passion of volunteering to help the community. I am excited to be part of the activities that will help the community, and be a focal part of the committee that plays an integral role of student representation in Dublin Government. I intend to help in a number of different committees and in various capacities that will help Dublin become a better place for its residents and businesses.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

Some skills that I possess are: 1. I am an ed100 Graduate. Ed100 is a program that aims to bring awareness about Californiaâ€™s public school system and what students and teens are struggling with. Ed100 has given me insight on our public school system. 2. I have done 42 hours of volunteering at the Dublin Library, participating in programs such as Teen Advisory Group (TAG), helping organize Family Game Nights in the Library, Craft Prep Assistance, and writing Book Reviews for other teens. TAG is a program where teens meet and discuss ways to help improve our public library. We provide input/ plan services that make the library more teen-friendly and accessible. This has given me experience in working for the community. 3. I am a founding member and Vice President of the Wells Middle Schoolâ€™s Speech and Debate Club. I played a pivotal role in structuring the classes, developing and maintaining the website for the club, and organizational activities such as google forms, ordering T-Shirts for the club. This role has given me experience in leadership and helped me hone my organizational skills.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Some issues that I believe teens face are 1. Some teens might need help with tuition. In our country, tuition is really high for subjects/ SATS. YAC can address this issue by asking volunteering and qualified teens to give free tutoring at places like the Dublin Library. 2. Bullying. YAC can address this issue by running an Anti- Bullying campaign, and by raising awareness about how to report bullying. 3. Social Media/ How to stay safe on Social Media. YAC can address this issue, by putting posters near schools/ asking schools to post it on their website/ putting posters in the library. They can also help create a cyberbullying report service, in which teens can report cyberbullying.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in the following activities: 1. Running the Speech and Debate Club as a co-founder and vice-president, 2. Participant in WMS chess club, 3. Participant in WMS MathCounts club. I was one of the top students and qualified to represent our school in Regional MathCounts Competition. 4. Frequent Dublin Library Volunteering (volunteered for 42 hours this school year). Yes, I will be able to devote time each month for YAC meetings. I am actually looking forward to this opportunity that will allow me to use and hone my leadership and organizational skills / experience and make Dublin an even better place than it currently is.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

We could get teens to participate in the community, by 1.Offering more volunteering opportunities and encouraging teens to participate. There might be many teens who are willing to volunteer but are not aware of these volunteering opportunities. I believe RAISING AWARENESS is most important and benefits both parties. For e.g. If the Youth Advisory Committee could create a monthly newsletter that states What ACTIVITIES are in Dublin, and ask schools to post it on their website. I would explore many such avenues to raise awareness. 2.Ask the Dublin Library to put YAC made posters. We could also request and put these posters on various school premises and perhaps public places like parks etc. 3. Generate Awareness / Create a YAC Social Media Page on multiple platforms (not only Facebook). Lots of teens use instagram/ TikTok, etc. This would help raise awareness. On the social media page, we can post opportunities for city-sponsored events and also volunteering opportunities. We should contact school principals to post these messages in their newsletter.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Recomendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

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WELLS MIDDLE SCHOOL

Mark E. Neal, Principal
Matt Britten, Asst. Principal

March 22, 2023

To Whom It May Concern:

My name is Charlie Belveal and I teach 8th grade history at Wells Middle School. It has been my privilege to have taught Anay Chokhani for the 2022-2023 school year.

I have found Anay to be a very hard working and bright student. During this school year, Anay has done extremely well in my class. He has a keenness for picking up key concepts in history, including a good grasp on the workings of the U.S. Constitution. During our Constitution unit, Anay was often part of in depth discussions, showing good critical thinking skills as well and thoughtful consideration of the topics at hand.

Anay is a very mature person, with excellent interpersonal skills. He comes to school with a great attitude and gets along well with other students while working in class and in his free time. He has no problem taking on the role of group leader and consistently exhibits strong leadership qualities.

It would be a pleasure to recommend Anay for the Youth Advisory Committee.

Sincerely,

Charlie Belveal
WMS, History

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5777

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

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Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

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1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Colin

Last Name*

Chung

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

My motivation to become a member of the Youth Advisory Committee (YAC) is to meet new people, strengthen my leadership experience, and make a positive impact in the community. One community issue I hope to benefit is helping the homeless and those living in poverty (4.6% of Dublin residents according to worldpopulationreview.com). When driving around the city, we see only a few homeless people that are struggling to survive. What we donâ€™t see, however, are the hard working people who donâ€™t make enough and have to live near or below the poverty level. I would like to help by setting up fundraisers within the community, raising awareness to build empathy, and establishing career education programs.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

When I was in 3rd grade, I was the smallest kid in my class, and I didnâ€™t have self confidence. To help me, my parents signed me up for a martials arts class but I was initially hesitant and as time went on I began to really enjoy the experience. Through hard work, I eventually earned my black belt in 7th grade while gaining confidence along the way. I wanted to give back to kids who are experiencing a lack of self confidence, so last year, I assisted classes at my martial arts school. My experience teaching students as young as 5 years old to adults helped me develop positivity, communication, and encouragement skills. These skills will allow me to help drive YAC initiatives and connect with my peers to encourage greater participation. Additionally, this academic school year I enrolled in the â€œIntro to Engineer Designâ€ class in my high school with a goal to learn more about engineering. We learned how to make 3D objects in Fusion 360, and I was very intrigued by this software, so a month ago, I started a 3D printing business on Etsy with a goal of learning how businesses work. Through my shop, I have strengthened my skill on paying attention to detail. I learned that when a customer pays you for your goods and services that you have to deliver to expectations. My attention to detail ensures that customers receive their products in a timely manner and in perfect condition. While I may not have made many sales, all of my customers have received their products on time and have left positive reviews. I believe that my skill in paying attention to detail with the end customer in mind will help make me a strong candidate for the YAC.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

As previously mentioned, 4.6% of Dublin residents are living in poverty, and this limits what a teenager in these households are able to do as part of their educational experience. For example, at Dublin High School, the buses only pick up students right after school. If a student living near the poverty line is playing a sport at school and their parents are working or donâ€™t have a car, the student is unable to get home without walking a great distance. This could result in not being able to do homework, lower school activity participation, or even get enough sleep, which ultimately weakens their overall educational experience and health. Furthermore, if the teen is struggling in school, they may not be able to afford tutors and can cause them to fall behind in class. The YAC could address these issues by partnering with local organizations to give more opportunities to teenagers in need by providing affordable transportation, sports programs, and tutoring services. A second problem that teens in Dublin are currently facing is the pressure from their parents or relatives to do good in school. When speaking with friends about school, I frequently hear they are exhausted from schoolwork, extracurricular activities, and the constant pressure pushing them to be the best in their class. The stress is taking a toll on students, and their mental health is suffering. The YAC could address these issues by providing stress management activities within schools promoting mental well-being. In Dublin High School there is a Wellness Center that provides help to students who are facing problems with their mental health. A problem with the Wellness Center is that itâ€™s not well-known because itâ€™s located in the back corner of the school where there are only a couple of classes. The YAC could collaborate with Dublin High School to relocate the Wellness Center into a more centralized location. This would help raise awareness about mental health issues concerning students.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently assisting weekend karate classes, and participate 3 days a week as a martial arts student (1 hour each class). I am also a staff writer for the Dublin High School newspaper as well as a member of the California Scholarship Federation (CSF). I write 2-3 articles per semester. For CSF, we meet once a month and have helped with Kids Against Hunger, which I have also done 2-3 times (about 2 hours each time) a year (outside of CSF).

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Driving awareness is important in getting teens involved in events. By leveraging the skills that I have learned as a staff writer for our school paper and running my online business, I can help us focus on driving awareness through social media. I would get teens involved in the community using social media by sharing and publicizing the events. Writing an article in my school newspaper about upcoming events would help involve other teens in the community. I do, however, recognize that generating awareness through written forums can only do so much to drive awareness and participation. Speaking to teens in person and being in front of them will build a connection to drive greater awareness and participation. It is my goal to also be in front of teens to meet new people and make connections that will help YAC initiatives be successful.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not, but would like to attend a city council meeting in the near future.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Colin Chung.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 19, 2023

To Whom It May Concern:

I have known Colin Chung since August of 2022 as a student in my college prep English course. Since the start of the year he has shown himself to be a consistent, dedicated, and engaged student. Colin works hard, meets deadlines, and remains committed to improving his academic reading and writing skills.

In all of my dealings with Colin, he has been respectful, reflective, and motivated to succeed. He is a student who uses class time wisely, produces quality work, and effectively collaborates with classmates. He selects positive and productive peers to work with when we have group projects and presentations. Almost always, he ends up being a trusted leader who helps the group manage time and meet requirements. He often challenges his group's initial ideas to make sure that they understand not only what, but why they are completing a task.

Colin stands out as a student who remains engaged during lectures and as someone who asks clear questions that demonstrate his desire to learn and develop. He is academically curious and clearly values his education, but is not hyper focused on getting a "perfect score;" he's a student that seems to understand that you cannot put a number on knowledge and values his learning over points. He accepts and reflects on feedback with appreciation and focus to improve. That's not to say he's not successful; he's a 4.0 student and incredibly intelligent.

I recommend Colin for the Dublin Youth Advisory Committee. As an addition to the committee, he would be accountable, active, and committed to his responsibilities. He's honest, fair, and willing to reflect on differing opinions. I think he would be a confident and compassionate leader who would commit himself to helping improve programs for Dublin. He's a critical thinker who could help influence creative solutions for the Parks and Community Services offered to the citizens of Dublin.

Sincerely,

Kate Anderton
English 9 Course Lead
Dublin High School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5795

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Mahi

Last Name*

Dalal

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

Sophomore (10th grade)

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

- Being a part of YAC will provide me with an opportunity to learn about Dublinâ€™s governmental system including how decisions are made and how they impact the community. As a sophomore at Dublin High School, I want to become a member to learn more about the local government and how to engage with it. - Dublin is a diverse community where we have people from all races, religions, and color. I want to join YAC to promote cultural awareness and diversity. As a part of YAC, I will have access to a platform to promote cultural awareness and diversity in my community. I want to become a member to celebrate and educate others about their cultural heritage. - YAC will allow me to contribute to the betterment of my community by engaging in community service projects, events, and initiatives that address issues that affect youth. As a sophomore at Dublin High School, I want to become a member to contribute to making a positive impact in my community. - The valuable opportunity of joining YAC will help me gain leadership skills and experience. YAC will provide me with an opportunity to gain leadership skills and experience by working collaboratively with other members and participating in community projects and events. - Being a part of YAC will provide me with an opportunity to meet and network with other young leaders who share similar interests and goals as me. As a sophomore at Dublin High School, I want to become a member to build connections and collaborate with other young leaders from diverse backgrounds. - I want to join YAC to have a youth voice in local decision-making. As a YAC member, I will have the opportunity to provide input and feedback on issues that affect young people in the City of Dublin. As a sophomore at Dublin High School, I want to become a member to have a say in decisions that affect my school and community.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

- Cultural competence: I have the ability to appreciate and understand different cultures which is an essential skill to have, especially as a student myself coming from a non-American descent. This skill will help better represent the community as a whole. - Communication skills: I believe my communication skills are quite effective to express ideas and give a voice to the youth of Dublin. - Leadership skills: In elementary school, I was vice president of the school body council. In addition, I will build up my leadership skills in addition to the skills I have gained as vice president in elementary school. - Critical thinking and problem-solving skills: As a GATE-certified student, I have the ability to analyze issues, identify underlying problems, and propose solutions, and I believe this is an essential skill to have as a YAC member of the city of Dublin. - courage: I have the responsibility to have the courage of their convictions, speak truth to power, and take on complexity where I see it. - community-building skill: I operate on the principles of social change, where new behaviors start with one person and ripples out from there, touching everyone around me. I believe a YAC member has the responsibility of being his or her own epicenter of change. I believe in giving back to the community, and YAC gives me the valuable opportunity of this. - social skills: I have the ability to develop positive relationships, work effectively with others, and collaborate with diverse groups of people. This skill is important to be successful in a role of YAC.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Here are some of the most important issues I believe teens face, and they need to be addressed in Dublin: - Cultural barriers: Teens from immigrant or minority backgrounds may experience cultural barriers that can affect their integration and sense of belonging in the community. - Mental health: Many teenagers experience stress, anxiety, and depression, which can impact their mental health and well-being. - Gender-based discrimination: Female teens may face discrimination and inequality based on their gender, such as unequal access to opportunities or gender-based violence. - Substance abuse: Substance abuse is a significant problem among teenagers, and many may struggle with addiction and related health issues. - Academic pressure: High academic expectations and a competitive environment can cause academic pressure on teenagers, and can lead to many different health problems. - Racial discrimination: Teens of color may face discrimination and prejudice based on their race or ethnicity, which can have negative impacts on their self-esteem and mental health. - Bullying and harassment: Teenagers may experience bullying and harassment at school or in their community, which can have long-lasting negative effects. - Social isolation: Social isolation is a growing problem, especially in the current climate of social distancing and remote learning. - Limited access to resources: Teens from low-income households or marginalized communities may have limited access to resources and opportunities that can support their education and personal growth. I strongly believe that the above-mentioned issues can be addressed by the City of Dublin Youth Advisory Committee (YAC) through advocacy, mentorship, peer support, developing programs, collaboration, and awareness campaigns: - Advocating for racial justice and creating awareness campaigns to promote tolerance and inclusion of diverse backgrounds. - Advocating for mental health resources and services for teenagers in Dublin, including counseling services, mental health awareness campaigns, like the one that took place this year, and community resources. For example, YAC can organize mental health workshops and activities, create social media campaigns to reduce the stigma around mental health and connect teens with mental health professionals. - Advocating for gender equality and creating programs and campaigns to empower female teens and promote gender inclusivity in the Dublin community. - Creating programs and campaigns to address substance abuse and promote healthy behaviors. For example, YAC can organize workshops on the dangers of substance abuse, create social media campaigns to raise awareness, and provide information on how to get help for substance abuse. In addition, YAC can collaborate with California substance abuse prevention organizations, or even at the Alameda County level. - Working with the City of Dublin schools to address academic pressure and promote a healthy balance between academic achievement and personal well-being. - Advocating for anti-bullying and harassment policies in schools and the Dublin community and creating awareness campaigns to promote a culture of respect and inclusivity. - Developing programs to combat social isolation and promote positive social interactions among teenagers. For example, YAC can organize clean-up events, food drives, and other volunteer activities that benefit the community. YAC can also work with local government officials to advocate for policies that support teens' engagement in their community. - Advocating for and creating programs to address financial insecurity among teenagers, including scholarship opportunities and financial literacy programs. Additionally, the YAC can take a gender-specific approach to address certain issues that may affect male and female teenagers differently. For instance, the YAC can advocate for programs and services that address specific health issues that affect female teenagers, such as reproductive health and access to feminine hygiene products. The YAC can also work to address gender-based violence and create safe spaces for both male and female teenagers to discuss their experiences and seek support.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be able to commit my time to YAC's meetings and activities. Following is the list of activities, skills, and strengths that represent me and my dedication to becoming a valuable member of YAC: - the Dublin High School Track and Field Team - Sewa LEAD (a volunteering organization that helps Bay Area residents and communities in need). - I am going to be volunteering at the Veterans Affairs (VA) hospital in Livermore over the course of the summer. - I am part of the Dublin Model United Nations (MUN) club in DHS. - I am part of the Dublin Indian Student Association club in DHS. - I am part of DHS Avani (an Indian cultural dance club) in DHS and we have performed at several Dublin High School rallies and have performed in several other cultural events. In the 2023-2024 school year, I am going to be involved in the same activities mentioned above. The above list is all things that I am doing in order to improve a lot of my skills, such as communication and leadership skills. Despite the commitments, I will make sure that I will be able to commit my time to YAC. This is showing my commitment to the community and my willingness to contribute to the Dublin community as a YAC member.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Here are some examples of what can be done to involve other teens in the community: - We can create a social media campaign to promote a Dublin City-sponsored event. We can use Instagram and TikTok to create a social media campaign that promotes an upcoming teen event sponsored by the City of Dublin. For example, the City of Dublin could sponsor a virtual talent show for teens and promote it through a social media campaign to encourage participation. - YAC could partner with local schools and youth groups to organize a community service project. We could collaborate with Dublin High School or youth groups to organize a community service project. We can offer incentives such as community service hours or letters of recommendation to encourage participation. - Host a cultural festival to celebrate diversity in the community: Organize a cultural festival that showcases the diversity of Dublin's community. Invite local businesses, restaurants, and cultural organizations to participate, and offer food, music, and art exhibits. For example, the City of Dublin could host a Diwali festival to celebrate the Indian community's cultural heritage and invite local Indian restaurants to participate. - YAC could create monthly events or name a day of every month that represents a community service event/cultural event, such as Senior Help Day, Fall Cleanup Day, Veterans Help Day, Green Day, etc. We could do this to involve teens in community service and spread awareness about culture, and the environment. Through all these examples, teenagers can experience the first-hand impact of involvement in their community, and helping out the City of Dublin.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a YAC, but when during remote learning, I have virtually attended multiple sessions of the Fremont Unified School District meeting. I do not remember the exact dates. In one of the sessions of the meeting, the board members were voting/debating on how to deliver education to students during the start of the pandemic. However, I am planning to attend a YAC or a City Council meeting.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

LOR Mahi Dalal.pdf

Upload 2nd Letter of Recommendation (optional)

Mahi Dalal LH.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

"THE GAEL FORCE"

A California Distinguished School

Maureen Byrne, Principal
Paul Faris, Assistant Principal
Diane Santamorena, Assistant Principal

Krista Taylor, Assistant Principal
Lenni Velez, Assistant Principal
Jennifer Nickl, Assistant Principal

Chris MacDougall
English Teacher
[redacted]
Dublin High School

To Whom it May Concern:

I am writing to recommend Mahi Dalal in high regard. She excelled as a student in my Health class last semester.

The first thing that I noticed about Mahi was her focus. She was always particularly self-motivated to apply herself to the tasks at hand. Mahi was someone that I could count on to achieve at a high level, at the best of her ability, with the willingness to help her classmates that needed assistance with concepts while working in small groups. She also effectively shared her thoughts in full-class activities. This sharing of insights was integral to her success and that of her classmates. I value accurate, authentic contributions like Mahi's while trying to relate a particular lesson's objectives to my students. She always did so while remaining serious and respectful. She also had warm friendships with her peers.

Besides her tangible achievements, Mahi brings responsibility, positivity, respect, and friendliness with her wherever she goes. I am confident that the organizations she finds herself in will be excited to have her. Please give her serious consideration for selection.

Sincerely,

Chris MacDougall

8151 Village Parkway
Dublin, California 94568-1699
(925) 833-3300
Main FAX (925) 833-3322
www.dublinusd.org/dhs

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

To Whom It May Concern,

I have the pleasure of teaching Mahi Dalal this year in Advanced Algebra 2 course.

She is a superb student who often goes beyond what is required and shows a genuine enthusiasm and pleasure of learning. Mahi is certainly one of my top students who have achieved academic success, especially as a Freshman in an advanced course. I have often used her paper as exemplary work to show students what "excellence" looks like. She shows maturity, responsibility, and willingness to help other students. She is organized and manages her time well.

I believe she will add a positive energy, hard-work ethics, follow-through, and respect for others that any organization would benefit from. I recommend her wholeheartedly!

Sincerely,

Jacqueline Jin

Mathematics Teacher

Dublin High School

[redacted]

[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5651

Date Submitted: 3/10/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Vihaan

Last Name*

Dey

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I am incredibly passionate about wanting to become a member of the Dublin Youth Advisory Committee as being able to immerse myself as a representative of a committee will allow me to gain exposure to how local government works, which is an opportunity I would love to have to explore as to how the City of Dublin makes daily decisions for our community. Additionally, I want to address the needs of teenagers in Dublin who have issues that are not recognized as much by higher authority but rather by peers themselves, like me, who understand their dilemma as I too have often experienced similar situations that require action by Dublin so that our problems are resolved and we no longer have to continue living with easily avoidable hindrances if they could just be shed light upon. However, the most important reason for my interest in joining the YAC is because of making an impression on my city. I moved to Dublin in 2014, when I was in 1st grade. Right from the very start, I felt as if Dublin was a very inviting and providing community, and I was able to reach out for support wherever and whenever and made me feel very comfortable as a student to go to school, or the park and enjoy the facilities we have among us. Now in high school, the time is nearing when I would be heading off to college soon, and I would absolutely love if I could have the chance to further the same impact by partaking in community activities and events, along with addressing and resolving our youthâ€™s issues to create the same long-lasting impression that Dublin has had on me for the future and current youth of Dublin!

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2. What skills do you possess that would make you a strong candidate for the YAC?*

In my time in Dublin, I developed a skillset that allowed me to be a better person for myself, as well as a better person for my family, friends, classmates, and anyone else whom I interact with. I acquired a multitude of interpersonal skills within the classroom environment and in a public setting, such as the ability to communicate and listen effectively and efficiently amongst peers, and being able to be flexible with others to compromise for the most beneficial solutions. I demonstrated such traits in numerous instances such as when collaborating with my friends to establish a new club in middle school last year as part of our Community Civic Action Project, as I was treasurer and also took multiple initiatives to reach out to nearby recycling organizations, in which I used such skills for the clubâ€™s best interests. Additionally, I take great pride in establishing traits of being responsible, and respectful, and always try to maintain a positive attitude no matter the situation handed to me as the willpower of positivity is what allows me to endure the roughest of situations in knowing I have a bright future ahead of me if I am able to direct all my focus towards the future in a positive perspective, rather than viewing life in a negative light. Organization is a characteristic I highly value, as being organized is what allows us to be the most efficient and use our fullest potential since it conserves more time to be productive, rather than having to spend time needlessly for events or activities that were not planned beforehand. By staying organized in my daily routine, my supplies for school, and at home, I am able to be the most efficient I can be and make effective use of the time I have each day in completing my scheduled work.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

The most prevalent issue I have seen that Dublin teens are faced with, during my time at middle school and high school, is the constant upbringing of academic peer pressure. Across a majority of friend groups at Dublin High, peer pressure is the leading factor in what makes teens feel so stressed or uncomfortable during their childhood years, the most vital years where teenagers are supposed to explore and immerse themselves in their choice of interests, not the interests of other people. A frequent presence of peer pressure was noticed through academic courseload, where so many teens have chosen to enroll themselves in courses they are unable to handle the curriculum in, yet continue to struggle in class just so that they are able to follow the same schoolwork that their friends have. This struggle is what causes mental fatigue within so many teenagers as we are unable to digest the lessons we learn in class, and our grades are the displeasing outcome of this constant pressure. The YAC can address this problem by eradicating the root cause of this problem- creating wellness center hubs across Dublin schools and communities to ensure that our students are comfortable in the academic environment in which they have chosen to learn in. Essentially, these wellness center hubs would enforce tutoring sessions, and consultations to see if they are studying in the right course, and regulate breaks and a healthy school schedule so that teens do not burnout from the workload they receive and are able to reflect and realize if the courses they are enrolled in are not the best suited for their academic abilities. Additionally, opportunities for programs for recreational activities, such as sports, are limited and do not allow all teens to partake in sports of their choosing due to the high demand for enrollment in recreation programs we have right now. The YAC can administer a solution by creating summer camps throughout Dublin, such as in the community parks where we run regular sports activities for teens to participate in. We already have an assortment of sports equipment set up at our parks, like volleyball nets and soccer fields, so we can use these utilities for such events so that all teens are included!

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Activities I will be involved in during the 2023-2024 school year include numerous clubs, such as HOSA(Future Health Professionals), CSF(California Scholarship Federation), Dublin MSF(Doctors Without Borders), and other clubs as well if time allows which I am undecided on as of now. Additionally, I would be in involved tutoring younger students as a part of the work experience I am trying to gain more of, however, I would allot tutoring hours only for the weekends rather than weekdays. I also want to delve into beginning a research study on an innovative alternative to combating psychogenic itching, and am planning to devote about 1-2 hours weekly to this research project, as I am deeply passionate about pursuing a project which I can use for reference in future summer programs and to enter for local and nationwide science fairs! My weekdays would be primarily taken up by school and the homework which follows after school, but should not take too long as I am only taking 2 AP courses and 1 Honors course next year, so I will have a light workload. Hence, I will definitely be able to devote time to YAC meetings and activities that would be held during the school year, as this would be the utmost priority for me to set aside time for, especially considering the importance of being a part of this esteemed committee!

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would encourage other teens to immerse themselves in community, teen, and City-sponsored activities and events by advertising the local events we host in Dublin as much as possible. Current teens may be involved in too much of their own personal work and activities and are unable to check for themselves if there are any upcoming community events. However, by advertising such events through word of mouth, and social media platforms, and relaying messages to the schools to broadcast to their students, they would be able to hear and know about our events and gain interest in participating in them. We can encourage teens to then participate in these activities by putting together activities that teenagers do actually like to participate in. If we could send out a citywide form for students to fill out listing what kind of activities they would like to see held locally, like movie nights or science fairs, then we are able to use that input into forming activities which would encourage more participation and attendance of teens to partake in Dublin events. Additionally, volunteer hours are a great way to incentivize the benefits of taking part in the community. A majority of teens are looking for ways to contribute to community service and can do this by helping out in the events we host or participating in these events if we mention the involvement of them being able to volunteer as part of their community service in the making of such activities.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended any YAC or Dublin City Council meetings. However, I had attended meetings in the past in front of the Dublin Unified Board in which I advocated for the funding of a comprehensive high school, which has contributed to the choice for establishing Emerald High School for the Dublin youth and had also attended a Dublin meeting in the past to recite a poetry piece as a representative on behalf of my elementary school.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Vihaan Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 2, 2023

To Whom This May Concern:

It is with my sincerest pleasure that I am writing in recommendation of Vihaan Dey as a potential candidate for the Dublin Youth Advisory Committee. Vihaan is currently a high-performing student in my 9th grade English 1 Advanced class, and I am very pleased to inform you that the qualities he has shown in my class signal his ability to make positive contributions to your committee. Vihaan is a particularly memorable student, because he always has great ideas and conveys them well in his writing. Additionally, without fail, Vihaan arrives to class with a prepared, focused and thoughtful mentality. Each day, as we launch into the day's activities, Vihaan demonstrates his preparation and knowledge through his thoughtful participation in our class discussions and writing opportunities. He stands out from his peers, in that he continually exceeds expectations with the quality and complexity of his writing.

In addition to his impressive performance in our English class, Vihaan possesses interpersonal skills which undoubtedly speak to his potential as a participant in your committee. With regards to collaborative work, Vihaan has shown a friendly attitude, as well as an openness and willingness to cooperate and communicate effectively with his classmates - pitching in his own ideas and responding to his classmates in a way that encourages his peers to engage in self reflection. On a few occasions, Vihaan naturally found himself in a leadership position in our group work activities, and his classmates regarded him with respect. Even when faced with a daunting task such as getting started with an essay, Vihaan approaches the work

DUBLIN HIGH SCHOOL
A GOLD RIBBON SCHOOL
8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

with an air of calm and thoughtfulness. Due to this quality of his, other students enjoy working with him. With his excellent academic and interpersonal skills, as well as his reliability as a trustworthy student, Vihaan is an excellent candidate for your committee. Overall, Vihaan's well-rounded character, which embodies the qualities of courage, passion and intelligence, undoubtedly enhances his potential as an incoming candidate for the Dublin Youth Advisory Committee. Please do not hesitate in accepting him; he's sure to make many positive and enlightening contributions which will enhance the experience of his peers.

Sincerely,



Carmen Chan

Dublin High School English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5853

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Samuel

Last Name*

Donasco

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Cottonwood Creek School

What grade will you be in during the 2023-2024 school year?*

7

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would like to become a member of the YAC because I can portray what the teens of Dublin are actively interested in and because I can follow trends that happen. Another reason I would like to join is to improve other teensâ€™ lives.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I possess great management skills which helped me file for my grandmother's dual citizenship in the Philippines. Not only that, I possess great tech-savvy skills in a world with an advancing digital landscape. I also have good communication skills, am flexible, creative, and pay attention to detail when working. I am also good at working with others and solving problems that arise.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that teens have mental problems that could be solved with anonymous counseling. I also think that also anti-drug and smoking programs could help teens in the future. Online safety is also a large problem with teens in Dublin so I think that could be solved with education on how to be safe on the internet.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the 2023-2024 year, I will be involved in an archery club. I will be able to devote time each month to YAC meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved with activities and events by putting up posters and posting on social media to invite teens to activities and events.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Recommendation for Sam D..pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

Mar 23, 2023

To Whom it may concern:

I have had the pleasure of having Samuel Donasco as a student in two of my classes this year. He has shown himself to be responsible, thoughtful and outspoken when he sees a problem that needs to be addressed.

I believe that he would be an excellent candidate for the Youth Advisory Council since he is able to actively listen and use his reasoning skills to provide a fair and balanced point of view.

Please contact me if you have any specific questions or would like more specific information about Sam.

Sincerely,

Vicki Johnson

Vicki Johnson

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5821

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Dundi Sai Charan

Last Name*

Dondapati

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Cottonwood Creek K-8 School

What grade will you be in during the 2023-2024 school year?*

8th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee because I believe that Dublin primarily focuses on issues that are clearly happening to teenagers, but not enough on some issues that occur out of sight. For example, Dublin doesn't stress the negative impacts of cyberbullying enough. Some ways that they could do this is by finding volunteers who are willing to share their stories about cyberbullying, then write a short essay or video about cyberbullying that includes these volunteers' stories. Schools could read or show this essay or video to their students.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am committed. If I start something that I have interest in, I will almost never quit. So if I get accepted into the YAC, I will most definitely be an active participant. I am also observant of my environment. I can keep track of details around me that are occurring. If a teenager were to be troubled, I could mentally note down what was bothering them and communicate this to the YAC. My empathy is what I believe to be my most useful and significant quality. I can draw a conclusion about why a person is acting the way they are based on recent events that have occurred to them lately, their facial expression, and their typical language. This way, I could connect recent events with emotions, so I can tell what is bothering them. If I thought it to be of importance, I could pass my conclusion along to the YAC, so that they could find another possible issue teens face.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

One prominent issue that I believe teens in Dublin are currently dealing with is â€œshippingâ€. This means that a boy and a girl are forced by peer pressure to â€œlikeâ€ each other. This creates an awkward relationship between the boy and girl that affects their social and academic success by creating unnecessary stress and expectations. I believe that YAC could address this issue by asking adults throughout Dublin to sit down and have a talk with their child about this issue. Counselors in the schools could give presentations to their students about â€œshippingâ€. Should this issue continue, then staff in schools could give AASD (Administrative After School Detention) to students suspected of any form of this issue. During these detention sessions, the students could write a short essay on why they shouldnâ€™t ship anymore.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Activities I will be involved in during the 2023-2024 school year are the Music Association, which is a student-led club that supports our schoolâ€™s music curriculum, winter drum major, symphony orchestra, cross country, volleyball, track and field, archery, basketball class, YCW, which is a coding workshop, and swim clinic. I will be able to devote time for YAC meetings and activities because all of these activities are spread evenly throughout the school year, so I will have no more than two extracurriculars each month.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in teen events and City-sponsored activities by spreading the word to teachers, friends, family, etc., and by requesting the principal to announce these sorts of events through the morning announcements every week. I would also get teens involved in the community by hosting fun events about Dublin. For example, there could be a contest for middle schoolers and high schoolers to see who could write the best fictional short story about some issues that teenagers face, and these people could compete for prizes.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not recently attended a YAC, Dublin Commission, or City Council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Dundi Sai Charan LOR (1).pdf

Upload 2nd Letter of Recommendation (optional)

2023 Charan - Letter of Recommendation.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

March 20th, 2023

To the Dublin Youth Advisory Committee Selection Team:

My name is Jasper Tran and I am the Music Director at Cottonwood Creek School (CCS) in Dublin, CA. I am also the new Music Director for Emerald High School which is the Dublin Unified School District's second comprehensive high school. I am writing to recommend Charan Dondapati for the City of Dublin Youth Advisory Committee.

Charan is a member of the Music Association which is our student run music club. He was active in arranging fundraisers which helped support the music department monetarily. He is also an active volunteer and assists us when needed. He is reliable and a hard worker.

It is my pleasure to recommend him for the Youth Advisory Council.

Sincerely,

Jasper Tran

Jasper Tran
Music Director, Cottonwood Creek School
Music Director, Emerald High School
[redacted]

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

Mar 18, 2023

Dear Dublin Youth Advisory Committee,

I am writing this letter of recommendation for Dundi Sai Charan Dondapati.

I have known Charan for two years as a student in my physical education class. Also, I have had Charan on the school boys volleyball for two years.

He demonstrates all of the Dublin Integrity in Action Character Traits. Charan is responsible, respectful, giving, caring, cooperative, honest, does his best, is trustworthy, has a positive attitude and self discipline. I would describe Charan as bright, positive in nature and honest. His grades in all subjects are excellent and he has zero behavior infractions.

He would learn a lot by being a part of the Dublin Youth Advisory Committee.

Sincerely,

Natalie Young

Natalie Young
Instructor of Student Leadership Elective and Physical Education

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5848

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Hasini

Last Name*

Dontula

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

9th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Iâ€™ve been a representative for students for a long time. I started with Student Body where I represent middle school students in the meetings, then I also joined School Site Council and represent all the students in my school. Throughout my experiences, Iâ€™ve realized that the kidsâ€™ actual needs are denied and ignored. Parents and other adults assume they know their child's needs and advocate for those resources. Due to their age, their suggestions get taken more seriously than the studentsâ€™ suggestions. What students truly want is overlooked and their needs are ignored. I want to be able to represent the students that go unheard and make sure their opinion is respected and considered. The larger my role, the more changes I can suggest and the more I can promote the voice of the students.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am a cooperative person who tries to include everyone. I'm considerate of others so I often come up with compromises. I prefer to think out of the box and find creative solutions that will benefit all. Additionally, I remain positive and calm in stressful situations. From my experience as part of the Emerald High Design Team, I know that some meetings tend to get a bit emotional. It got especially complicated when reflecting on personal experiences and how to prevent students from going through similar situations. However, I'm a level-headed person and while dedicated to the Dublin students, I will try my hardest to find an understanding that benefits everyone. As part of the School Site Council, I often had to talk with other students about their opinions of the school to report back and I've learned how to discuss controversial topics with others. Using what I have learned by being a Student Body Officer and on the School/Site Council, I could efficiently learn about the majority of people's ideas. Not everyone agreed on the use of certain funds and new policies but I was able to remain neutral and deliver everyoneâ€™s opinions with the same amount of appeal. I'm also on the Debate Team so I know how to communicate clearly, concisely, and especially respectfully.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Currently, teens in Dublin have serious problems with cyberbullying and drug addiction. I've stood up for people who have been fat-shamed online and been called disgusting names. YAC needs to address these issues by setting up more learning opportunities for students to show kids the effects their words have. YAC also needs to teach students how to report bullying and stand up against bullies. A couple of years ago, a girl committed suicide because of bullying right here in Dublin. Now, no one remembers it. People need to realize their words' impact and how to use that impact positively. Another problem is the increase in drugs. YAC should set up more programs to help people quit drugs not only prevent them. Rehab options should be more known and discussed.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently, I am involved in multiple activities includingâ€¦ - I founded a volunteer program called The Online Story Hour where I read books to young kids and play with them for an hour on Zoom. - I'm in Leadership so I know how to plan events efficiently and raise passion and cheer among my peers - I'm a Student Body Officer so I have an idea of how the council would work - I'm on the School Site Council in which I speak for the students to the principal, along with a teacher representative and a parent representative - I'm on the Emerald High Design Team where another student and I represented Cottonwood Middle School in designing and planning the new school. - I'm part of a volunteer program called the Changemakers, which is a sub-part of Save The Child, where kids learn to challenge discrimination against unheard minorities - Iâ€™ve been in TUPE for 2 years to raise awareness about the devastating effects of drugs and smoking Some commitments that I will continue in the upcoming school year areâ€¦ - My volunteer program that goes by the name of â€œOnline Story Hourâ€ where I read books to young kids and play with them for an hour on zoom. - The ChangeMakers program which is part of the Save The Child Program. - I will also be applying for TUPE since I've been in it for the past couple of years and truly believe that there needs to be more education warning against smoking and drugs. Over the years I've developed effective time management skills to balance all my responsibilities. I will most definitely be able to devote my time to the YAC meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I will get other teens involved in the community and city-sponsored activities by using social media. Social media is a great way to spread the word quickly. By using platforms where there are a lot of kids like Discord, Iâ€™ll be able to raise awareness. To get everyoneâ€™s opinions Iâ€™ll send out polls and forms like Iâ€™ve been doing for the Emerald High Design Team. I also know what causes people are passionate about so I will know who to invite to what event.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

While I have not attended any meetings recently, I watched the recorded version of a City Council Meeting. It was the meeting on March 14th about Emerald High School. Some of my friends and I have been preparing points to discuss Emerald's mascot since the new mascot was not well-liked in our school. My friends and I got opinions and reasons from tons of students in our school but unfortunately, we didnâ€™t get a chance to discuss it on the 14th. However, we will be attending the meeting on the 28th and bringing up our argument.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

RecHasiniDontula2.pdf

Upload 2nd Letter of Recommendation (optional)

RecHasiniDontula.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Dominique De Vera
[redacted]
Dublin, CA 94568
[redacted]

March 21, 2023

Dublin Youth Advisory Board
Dublin City Hall
100 Civic Plaza
Dublin, CA 94568

Dear Committee Members,

My name is Dominique De Vera and I am a media technician at K-8 Cottonwood Creek School and I am writing to inform you that Hasini Dontula has demonstrated outstanding leadership qualities that exceeds the expectations in the student representation role. She carries confidence, compassion, and optimism to staff and both our elementary and secondary students. I have seen her blossom into a lovely, caring young lady who has a passion to help others and her community. There is a sense of pride that Hasini has when it comes to lending her time and energy for the greater good of the student culture at Cottonwood.

Upon meeting her as my library aide, she was quiet and shy, but her motivation to improve herself and develop a strong work ethic inspired me to keep doing my best as well. I appreciate her willingness to assist me, even after school hours. Without a doubt, Hasini is a hard worker and it is a delight whenever she openly supports the ideas of her classmates such as starting a club or fundraising.

Hasini lends a helping hand in handling large curriculum shipments, shelving books, repairing books, and assisting the front desk to check out materials to students and staff. When Hasini expressed her interest in leadership, I knew she would succeed. Overtime, I noticed that her peers respect her openness to discuss her individual ideas and suggestions that suit best for our campus.

I wholeheartedly recommend Hasini the role of student representation because I believe that her participation in the Dublin Youth Advisory Board will empower her and her community. Not only she made a positive impact, but she is also a fantastic role model for students to aspire in working hard and giving back to others.

Sincerely,

Dominique De Vera

EMERALD HIGH SCHOOL
Dublin Unified School District | Francis A. Rojas - Principal
Lenni Velez - Assistant Principal

3600 Central Parkway
Dublin, CA 94568
Tel 925-828-2551
Fax 925-829-6532
ehs.dublinusd.org
Opening in 2023-24

March 21, 2023

To Whom It May Concern,

It is my honor to recommend Hasini Dontula for the City of Dublin Youth Advisory Board. As the inaugural principal for our new Emerald High School, I have worked closely with Hasini for the last 6 months on our EHS Design Team. Together with parents, community leaders, staff and other students, the EHS Design Team is working to prepare for the opening of our school in the 2023-24 school year, as well as establish the guiding principles for the school for future years, and Hasini is an active student-leader on this team. She is a mature, young woman characterized by compassion and determination, reflected through her collaborative communication skills, servant-leadership, and care for others.

As a current 8th grader at Cottonwood School, Hasini is a student-leader who has contributed to several decision-making committees, including being an Associated Student Body Officer and a member of the Cottonwood School Site Council. Her work in all these committees provided student voice to the decision-making process and helped the school community develop and improve programs for all students. Hasini also founded the Art Club, volunteers to read to young children every week through a literacy program, and is an active member of the Changemakers2030 program of Save the Child Foundation focusing on improving global conditions for child welfare. Through her servant-leadership and advocacy, Hasini inspires others to get involved in their communities.

I believe that Hasini can positively influence any organization or community with which she becomes involved. I know that she will work hard to serve our community with compassion and self-determination, just as she has shown on the EHS Design Team. I highly recommend Hasini Dontula to the City of Dublin Youth Advisory Board. If you have any questions, please contact me at [redacted]

Sincerely,

Francis A. Rojas
Inaugural Principal
Emerald High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5859

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Jyoti

Last Name*

Enugula

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Due to my interest in having a positive influence on our community, I wish to join the City of Dublin Youth Advisory Committee. I've lived in Dublin for eight years, and I want to contribute my voice to the discussion on how to improve our community. I'm eager to collaborate with other young people who share my viewpoint on matters that affect city youth, such as community resources, access to education, and mental health. I'm also thrilled about the chance to develop my leadership abilities, network with professionals, and influence other people's lives. Also, being a member of a youth advisory committee can be fulfilling since it can give me a voice and let me participate in decisions that directly affect me. I can help establish policies, programs, and projects that help build a better future for myself, my peers, and the people of Dublin by joining the City of Dublin Youth Advisory Committee. As a survivor of sexual assault, I want my life to be an example of success after trauma. I could bring attention to the particular needs and issues that young people have in our community by participating on the Youth Advisory Committee, ensuring that their views are heard and that their experiences are taken into account. My experience as a survivor of sexual assault can give me a special viewpoint and the motivation to change our city's community. I can try to make everyone's environment safer and more encouraging by serving on the Youth Advisory Committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I've learnt how to communicate well by playing competitive soccer for the majority of my life. This would enable me to clearly express my ideas and opinions and contribute to worthwhile discussions. I am able to evaluate data, identify potential issues, and put forth effective solutions. It would allow me to give the committee insightful feedback. I have the ability to come up with unique solutions and ideas, which could be helpful in brainstorming meetings and when proposing new initiatives. I am able to pick things up quickly and adapt with the situation, which is helpful in a fast-paced setting like a Youth Advisory Committee. I am able to comprehend other people's perspectives and needs, which I've learned by being a part of a peer education and counseling program. It is also a valuable skill of mine in order to represent the concerns of the youth in the city and advocate for their needs.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Many teenagers are coping with mental health problems like anxiety, depression, and loneliness due to the COVID-19 pandemic and other stressors, which I've personally observed as a student at Dublin High. The Youth Advisory Committee might deal with this problem by pushing for counseling services and support groups to be made available in schools and community centers. In order to increase awareness of mental health issues and lessen the stigma associated with seeking treatment, we may also plan events and campaigns. An increasing awareness of social justice concerns like racism, sexism, and discrimination has emerged in recent years, even in Dublin. In order to address this issue, the Youth Advisory Committee could plan educational activities and occasions that encourage understanding and empathy as well as advocate for policies and programs that support equity and fairness. The best way to recognize and meet the needs of Dublin's youth population is to engage closely with them and their families, pay attention to their worries, and create solutions that are specific to their needs and circumstances.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the 2023- 2024 school year, Iâ€™ll be involved with soccer in a club and at school. I can devote time each month for YAC meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

A powerful tool for connecting with young people is social media. We can promote upcoming events and activities, emphasize the advantages of community involvement, and highlight the beneficial effects that young people can have on their communities by using platforms like Instagram, TikTok, and Snapchat. We are in a unique position to connect with our peers and motivate them to participate because we are young ourselves. We may create peer-to-peer outreach opportunities and spread awareness of the advantages of community involvement by cooperating with schools, youth organizations, and other community organizations. We can develop novel and captivating activities that appeal to young people by working with local businesses and groups. For example, we could plan a music festival, a movie screening, or a sporting event that mixes entertaining events with chances for community involvement. Giving young people reasons to participate, such as free entrance, awards, or service hours, can be a successful strategy. We can encourage more teenagers to engage in City-sponsored events by making volunteering enjoyable and rewarding. And last, I think the best way to engage young people in their communities is through personal relationships. We can encourage others to get engaged and show how community involvement may improve both our own lives and the lives of those around us by sharing our own experiences. Ultimately, I think we can make community involvement for young people more approachable, interesting, and rewarding by combining these tactics. I would work to put these tactics into practice and support encouraging more young people to get active in their communities as a member of the Youth Advisory Committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I haven't attended a YAC or other Dublin Commission or City Council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Jyoti Letter of Rec.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

To whom it may concern:

Jyoti Enugula was a recreational Head Coach for one of our U12 recreational teams in Fall 2022. I was her direct supervisor during that time.

Jyoti's job duties included conducting a pre-season parent meeting, organizing and executing practice curriculum, and performing coaching duties on game days. She was also there to motivate and encourage 11 and 12-year-old female athletes.

Jyoti did a great job with her team. She was organized, on time, and created a fun environment for the players. Jyoti is very bright and takes pride in her work. She is a great role model for young children and she possesses the tools necessary to have a very successful and fulfilling future.

Sincerely,
Megan Walinski
Pleasanton RAGE Recreational Director

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5856

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Vignesh

Last Name*

Gannavarapu

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee so that I can join a team that will allow me to help other teens have a better youth in the city I care so much about. I witnessed firsthand teens struggling with a variety of mental health issues, and while I can talk to to them and be there for them, I can only do so much. By becoming a member of the YAC I could be a positive influence in our city and I could do my part in aiding those who struggle. Some people are not as fortunate as others, but they should at least be given the opportunity to have a fulfilling childhood. I only have a few years left as a high schooler and want to make a positive impact on as many people as possible before I graduate. This position would give me a new perspective on our city that many citizens do not have, and understanding what goes on behind the scenes would let me be well prepared for situations in the future that call for the same skills.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I would be a great candidate for the YAC because I possess strong leadership qualities as well as the ability to work around roadblocks in an efficient manner. I have been teaching taekwondo for 4 years and have been practicing it for over a decade. I have learned a lot about how to both lead a group and provide strong input on problems that might be hindering performance through classes and dealing with children of all ages. For example, often times the head instructor is not available to lead and I am put in charge of all classes and practically managing the whole dojang. The other people who assist our head instructor and I have to work together to manage classes and handle conflicts. One time a kid fell down and started crying, however we were swiftly able to console her while also keeping the class running smoothly, and these types of situations have prepared me to handle conflicts as they arise. Additionally, parents usually want to talk to us about their child's progress, or if they have a problem with something regarding the class, and this has given me the ability to talk to people of all age groups in a proficient manner and providing input on how to resolve problems. Other times I need to make use of leadership skills is during Junior State of America (JSA) conventions. JSA is a student run political debate organization where I am running for Senator, and I am developing both my public speaking, leadership, and debate skills all at once. With running for senator comes dealing with many people and campaigning, which has allowed me to gain new experiences in many areas as I have to come up with ways to problem solve and assist others in aid.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that teens in Dublin are currently dealing with problems regarding mental health. I personally know a few people who are struggling with mental health issues, and I see many more on social media sites struggling with so many problems. I notice that my own younger brother sometimes gets treated unfairly at school and I realize that kids all around Dublin are dealing with these same issues. It pains me to see that my friends are not in a good mental state, and I want to help them and as many people as I can in an effective manner. I believe that we as a city could be providing an open space where people can just talk about themselves, and important subjects. The YAC could address important issues like this by holding student-run meetings in a welcoming place such as the city library, providing a safe and open space for people to talk about mental health. One of the biggest drivers of mental health issues is people not feeling like they have a safe place or person to go and talk to, and by holding student-run meetings we can provide a more personal experience for teens to have a safe space to go to.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved with the club Junior State of America, which is a political debate club, as well as taekwondo. Next school year I will also be more involved in the school's speech and debate club. I will definitely be able to devote time to YAC meetings and activities because I am good at managing my time and balancing out what is important and what isn't. Additionally, most other activities I undertake will primarily be over the weekend and I will be able to set aside one Wednesday every month or even more if needed.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I think that an important part of getting teens to be involved in the community is proper marketing and providing incentives that appeal to teens. For example, marketing events such as Splatter or the Shamrock 5k as not only a family experience but also one that can be enjoyed with friends would highly increase teen involvement. Additionally, adding something as simple as a photo-booth at most or all Dublin events could increase teen involvement because providing an area to take photos for social media or to share with friends might push more people to show up at events.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended a YAC or City Council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Vignesh Gannavarapu Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File | No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 21, 2023

To Whom This May Concern:

It is with my sincerest pleasure that I am writing in recommendation of Vignesh Gannavarapu as a potential incoming participant in the Dublin Youth Advisory Committee. Vignesh is currently a high-performing student in my 10th-grade English class, and I am happy to inform you that the qualities he has shown in my class speak to his ability to make positive contributions to your committee and ultimately to our own community. Vignesh is a particularly memorable student, because he is highly engaged and contributes to a positive, conducive class environment. Additionally, without fail, Vignesh arrives to class with a prepared and dedicated mentality. Each day, as we launch into the day's activities, Vignesh demonstrates his preparation and knowledge through his participation in our class discussions and writing opportunities. As a thoughtful, expressive writer, Vignesh excels in the way that he conveys his opinions and concerns for others in his writing. For example, he constructed one of the strongest Op-Ed Articles in our class, in which he addressed the subject of police brutality being disproportionately targeted at Black Americans. He organized very convincing claims, all of which were supported by a strong selection of textual evidence. His writing demonstrates his methodical approach to assignments, as well as his persistence in providing high-quality work which mirrors his genuine concerns for our society and which best showcases his close engagement with a variety of credible sources.

In addition to his impressive performance in our English class, Vignesh possesses interpersonal skills which undoubtedly speak to his potential as a participant in your committee.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

With regards to collaborative work, Vignesh has shown a fun, cheerful spirit, as well as an openness and willingness to cooperate and communicate effectively with his classmates. A natural leader, he is a joy to have in our class, and his peers appreciate working with him. Additionally, Vignesh continually strives to be informed about issues in our community and our world and is not afraid to vocalize his concerns and ideas for a better future, a fact which became clear in our class discussions and in his essays, such as his Op-Ed Article. With his excellent academic and interpersonal skills, as well as his reliability as a trustworthy student, Vignesh is an excellent candidate for your committee.

Overall, Vignesh's well-rounded character, which embodies the qualities of courage, curiosity and intelligence, undoubtedly enhances his potential as an incoming candidate for the Dublin Youth Advisory Committee. I feel that this will allow him to build his collaboration skills in a new, exciting setting with like-minded peers, as well as share his many great ideas and perspective. Please do not hesitate in accepting him; he's sure to make many positive and enlightening contributions which will enhance the experience of his peers on the committee and make a lasting impact on our community!

Sincerely,



Carmen Chan

Dublin High School English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5846

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Gabriella

Last Name*

Gazman

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the Dublin Youth Advisory Committee because of the experience that I had in my last term. My last term was filled with an amazing experience of planning events and overall giving back to my community. I love being a part of this committee because of the amazing people and being a part of events such as being on the Youth Mental Health Forum ad hoc committee and volunteering at the Information booth at the St. Patricks Day festival. I made friends with people who I have never seen even though they go to my school and have gotten closer to people in the city who I have never even met before. Being on the committee showed me how small but powerful Dublin is.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

One skill that I possess is being a hard worker. I don't give up until I can get what I want or need. I work hard to get the things that I have today. I also work well with other people and I love meeting new people. I do tend to be shy and awkward at times but I do love meeting and working with other people, especially when I warm up to them. I also love working for the community and planning events. Planning events and seeing them come to life is one of the things that I enjoy the most.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Some issues that I believe teens are dealing with right now are burnout and not taking care of themselves. Lots of people that I go to school with put a lot of pressure on themselves and select tough classes to the point where they lose motivation and their mental health starts to decline. Lots of teens at my school are taking toxic substances like alcohol and vaping to cope with their mental illnesses. I believe that the Youth Advisory Committee should teach other teens about how burnout can affect a person, how to cope with mental illnesses such as depression and anxiety, and how to prevent burnout from happening.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

A couple of activities that I am involved in right now are DubMed, Incoming Eye, and I take dance at The Next Step Studio. I will be trying out for the hip-hop team for Dublin High sometime in May and I would probably join clubs such as DubMed, Rare Diseases Club, and I would probably start my own club about Jewish Heritage because we do not have a club for Judaism and I would like to start one.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens to get involved in the community by influencing and spreading new through popular apps and putting flyers in places teens like to go to on campus such as the academic recreation center (ARC), classrooms, cafeteria, and library. I would also spread the news on social media like Instagram, TikTok, and Snapchat. I could also ask people who do morning announcements to say something about the event.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Yes, the meeting was on March 22, 2023, and one of the events I was interested in was the Hackathon and the Benefit Concert.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Rec-Power.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

To Whom It May Concern:

It is my pleasure to recommend Miss Gabriella Gazman for consideration to serve on the City of Dublin Youth Advisory Committee. I have had Gabby as a student in my Algebra 1 course at Dublin High School for the past seven months.

Gabby is an exemplary student and is incredibly dedicated to her schoolwork. Her GPA reflects both her outstanding work ethic and her enthusiasm for learning. In addition to her academic endeavors, Gabby is also involved both on the high school campus and in her community. She serves on the committee for Incoming Eye, and participates in other clubs that serve our students and community. She has been a part of the Youth Advisory Committee for one term so she understands what is required of this committee. Gabby is also a member of the dance team which allows her to express herself and learn how to work with others. Gabby is passionate about bringing together the youth of Dublin, and her participation in these school activities demonstrates that.

Gabby is a strong leader in both academic and extracurricular activities, and is a very hard worker. She is extremely organized, and has developed fantastic time management skills. I believe Gabby would be an excellent candidate to serve her community on the City of Dublin Youth Advisory Committee for a second term. Thank you for your consideration. Please feel free to contact me if you have any further questions.

Sincerely,

Alissa Power
Dublin High School – Mathematics
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5863

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Anushka

Last Name*

Ghorpade

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

12

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

In the midst of COVID during my freshman year, I learned about learning gaps due to the transition to online education among middle schoolers in my community. From tutoring one student struggling to adjust, I knew there were more in need of help. I started TutorConnect, a club where high school students volunteered to tutor middle schoolers pro bono. TutorConnectâ€™s mission was to support middle schoolers in surmounting challenges in Math and English as an additional language. I liaised with local high school counselors to grant tutors volunteer hours and with middle school counselors to identify students at their schools most in need of extra help. I recruited six high school tutors who committed to an hour a week. That year, we tutored ten students, improving learning outcomes and grades by summer as seen through a steady increase in their grades. I am currently a part of the nonprofit organization PANGEA, which works to spread literacy to underprivileged students in Uganda. Due to my ongoing efforts in assisting fellow students to obtain the necessary resources for academic and personal development, my aim is to extend my assistance by serving as a valuable member of the Youth Advisory Council. I aspire to establish a conducive setting that reflects the aspirations of young individuals in Dublin and promotes their well-being, enabling them to become exemplary members of our community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

In my early elementary education, I was fortunate to attend a Montessori school that fostered self-discovery and independent thinking, sparking my love for learning. This led me to join the robotics team in eighth grade, where I acquired essential skills such as effective communication, time management, and team organization. Throughout my four years in robotics, I moved through various teams, each providing me with valuable lessons. As a responsible team member, I completed my assigned tasks and proactively led task delegation. I firmly believe that a team is most productive when individuals enjoy their contributions and are not burdened with busywork or unimportant tasks. While acknowledging that all work must be completed, I strive to enable my teammates to pursue their interests. Moreover, I ensure that everyone on the team has a voice and an opportunity to share their perspectives since I believe in the power of collaborative brainstorming and diverse viewpoints. Personally, I express my opinions constructively and actively listen to others to try and create the best environment for team success. I believe that these skills, honed through diverse team experiences, make me an excellent candidate for the Youth Advisory Council (YAC), as I can effectively communicate the needs and aspirations of teenagers in my community. With my ability to establish a genuine rapport and ask thoughtful questions, I can convey an accurate representation of the student body's sentiments.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

In my opinion, a significant challenge faced by many teenagers in Dublin is the overwhelming stress and pressure associated with college admissions. Although several resources are available to students, a lack of awareness often hinders their utilization. As a member of the Dublin High School Engineering Academy, I learned about numerous scholarships accessible to Dublin High School students. However, upon speaking with my peers, I realized that many were unaware of these resources. Consequently, many students struggle to secure necessary funds, leading to financial stress. During my tenure at the Youth Advisory Council (YAC), I aim to increase awareness among students regarding available scholarships and other resources. I believe that by empowering students to take advantage of these opportunities, we can alleviate financial stress, enhance the educational experiences of young individuals, and strengthen the community as a whole.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently, I am actively engaged in various pursuits that contribute to my personal and professional growth. I am a member of the Robotics team, where I work on innovative projects that sharpen my problem-solving and teamwork skills. I am also interning part-time at NABU, an electrical engineering company, where I am gaining valuable insights into the industry and developing my technical expertise. Additionally, I am conducting research with ASDRP, honing my analytical and critical thinking abilities. Moreover, I am volunteering part-time at PANGEA, where I am making a positive impact on the community while developing my interpersonal and communication skills. Through these diverse experiences, I am broadening my horizons and expanding my knowledge, preparing myself for future endeavors.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

My approach to involving other teens in City-sponsored activities would be multifaceted. Firstly, I would strive to design activities that appeal to them and cater to their interests, so that they are more likely to attend. Additionally, I would ensure that they are aware of these events well in advance, perhaps through social media, flyers, or other means of outreach. To further facilitate participation, I would work to alleviate any sources of stress or anxiety that may discourage teens from attending these activities. For example, I would provide information on transportation options, designate safe meeting spots, and implement measures to ensure a welcoming and inclusive environment. Ultimately, my goal would be to create a sense of excitement and enthusiasm among teens about City-sponsored events, fostering a greater sense of community engagement and involvement. By working collaboratively with the youth, I am confident that we can create an environment that encourages participation and facilitates positive experiences for all.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

RecommendationLetterFormat -Anushka Ghorpode.docx

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

2/24/2023

To Whom It May Concern:

I am writing this recommendation in support of Ms. Anushka Ghorpade, a junior at Dublin High School and a research intern at NABU Energy. I work as a Product Development Consultant for EnerSaaS Inc, which is a subsidiary of NABU energy. I have been a mentor and research guide to Anushka on stationary energy storage, virtual power plants (VPP) to evaluate peer-to-peer energy trading of excess energy using Blockchain technology.

Anushka was working on reviewing research papers listed below and implementing concepts on product development effort :

1. A review of strategic charging–discharging control of grid-connected electric vehicles
   Authors : Tirupati Uttamrao Solanke, Vigna K Ramachandaramurthy, Jia Ying Yong, Jagadeesh Pasupuleti, Padmanathan Kasinathan, Arul Rajagopalan
   Publication date 2020/4/1, Source Journal of Energy Storage
2. Effective microgrid synchronization in islanded mode: controlled input/output PI-Fuzzy-PI algorithm
   Authors :Solanke TirupatiU, Kulkarni Anant A
   Publication date : 2013/8, Journal International Journal of Computer Applications
3. Optimal design of EV aggregator for real-time peak load shaving and valley filling
   Authors :Tirupati U. Solanke, Pradeep K. Khatua, Vigna K. Ramachandaramurthy, Jia Ying Yong, Jeevan Kanesan, Mohd Tariq, Padmanathan Kasinatha
   Publication date 2021/3/24, 2020 IEEE International Conference on Power Electronics, Drives and Energy Systems (PEDES)

Anushka has demonstrated diligence and hard work in her work during this research effort. Her ability to understand complex concepts and break them down into simple actionable task was critical for conducting and successfully concluding the research effort. In all our meetings and other offline interactions, she was always inquisitive and curious about renewable technology and viability of various business models. One of Anushka's assignments was to define technology stack and business viability of a scalable cost-effective peer-to-peer energy trading platform. She looked at all the available related IEEE papers, customer inputs, university research work published online and came back after six weeks with her initial finding, which exceeded my expectations. Over the course of next few months, she kept working through additional research work and published her final research work with recommendation, which informed our investment decision on this project. During this engagement, she completed all her work in timely fashion and was always open to input and feedback.

I strongly recommend Anushka Ghorpade for Clarks Scholar program because of her passion for research, her deep interest in pursuing Electrical Engineering undergraduate program, and positive personal and professional attributes I came across during our interactions. She has been an asset for NABU Energy and EnerSaas and I believe she will contribute immensely to the research efforts at Clarks Schooler program.

Sincerely,
Tirupati Solanke, PhD
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5760

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Adithya

Last Name*

Gnanasundar

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

When I visit neighboring cities, I usually see an amount of inequality, poverty, and crime. However, I have never seen these in the striving city of Dublin. I love the Dublin community and have been searching for a way to give back to Dublin. When I first saw this opportunity, I was very intrigued, as I knew this position was the perfect opportunity to give back to the city I love. This role will put me in a position to help make Dublin an even better place. In addition, being a part of YAC will help strengthen my work ethic and let me gain information about the work environment, which is very valuable as a teenager. Other applicants may use this role to improve their college applications. However, I guarantee that if chosen for this position, my top priority will be giving back to the city of Dublin.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I possess many skills that I would use to succeed in this position. To start, I am very cooperative. In team projects and I find it better to see past our differences and instead contribute to a common goal. For example, in 7th grade, we were tasked to create a slideshow about the government. I was grouped with students I was not fond of, and I initially thought this would be a poor project. However, I learned to see past my group member's differences and instead focus on the project. The project ended up being very fun, and we ended up receiving an A grade. In addition to cooperation, I also possess the skill of Leadership. For instance, I am Secretary for the Dublin High School Symphonic Band. In this position, I must guide my fellow band members to success by answering their questions, setting up sectional practices outside of school, taking notes during meetings, and much more. Cooperation and Leadership are just a few skills I possess; I also have Strategy, Project Management, and much more, which I have learned at summer internships and other positions.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Many Dublin Teens struggle with mental health issues. Walking around my school campus, I often see bullying and stress from academics. While it is inevitable to have instances like these, Dublin YAC can ease the stress of many teens by hosting more events. An event I have in mind is a Mental Health Fair. Students can create presentations about conserving mental health, and organizations and professionals will score them. The presentation with the highest score would win an award or prize. It is essential to have a distinction or compensation for these events. I have found teens very competitive, and most strive to win competitions. Having an award or prize listed in a competition will convince many teens to participate. Another issue teens struggle with often is getting involved with the community. A method YAC can use to solve this is by hosting job fairs, volunteer fairs, etc. An event I have in mind is the city-wide youth job fair, where different companies and brands can advertise jobs, volunteer activities, and summer internships to teens around Dublin.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am involved with the band and am a Dublin High School Irish Guard member. I also have a marketing position at a non-profit known as Amba Farmers Voice and a marketing position at another non-profit known as United Farmers Cooperative. I also play chess in the chess club. Next year I will be joining Dublin DECA in addition to taking an Integrated Marketing Commissions Course. I will also join Dublin DEDA in addition to taking a computer science course. I plan to join other clubs such as Model UN, HACK Club, Speech and Debate, California Scholarship Federation Dublin Chapter, and more. I will be able to devote time to YAC meetings and activities each month. I manage my time correctly and commit to every activity I participate in.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get teens involved in the community, teen events, and City-sponsored activities by making events more relatable. Teens are more likely to cater to events that align more with their interests. While every teen is different, many have similar interests, like sports, social media, and video games. Altering events to make them more 'teen-friendly' is a way to get more teens involved. In addition, teens are more likely to 'follow the trend,' and making events more trendy is a way to attract teens. Another way to get teens more involved is by advertising on social media. There could be social media challenges that make the experience more interactive and attract many teens to that event. For example, to advertise the Saint Patrick's Day Parade, there could be games played in class, and contests on social media with a Saint Patrick's Day theme to convince students to attend the parade.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a YAC or other Dublin Commission or City Council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Adithya G Rec Letter.pdf

Upload 2nd Letter of Recommendation (optional)

Aditya.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

FEEDING THE NATION
AMBA
FARMERS VOICE

March 21, 2023

The City of Dublin,

California

Dear Hiring Manager,

I enthusiastically offer this letter in support of Adithya G's application for a summer internship at the City of Dublin. Adithya has volunteered with Amba Farmers Voice as a Social Media expert, helping us with our social media page – Facebook and Instagram. I found him to be a creative and industrious student who showed a natural flair for both IT and Social Media publishing.

While we have had several volunteers in the past, I can remember few as talented as Adithya. I have no doubt that he will be successful in your summer program and offer my unqualified endorsement.

Please do not hesitate to contact me if there is any other information that I can provide.

Sincerely,



Isaac Zama, Ph.D.

CEO, Amba Farmers Voice

[redacted]

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

To Whom it May Concern,

It is my privilege to write this letter of recommendation for Adithya Gnanasundar. Adithya is a student in my biology class his freshman year here at Dublin High School. Freshman biology is an introductory science course that covers all the expected biology topics and helps to strengthen the skills that students need to succeed in their subsequent science courses.

Adithya has been a stand out student in my class, as compared to students this year as well as to previous years' students. Adithya holds the top spot in class as far as grades go and is always engaged in the various learning activities. He works well with his group, often facilitating learning in those around him. Adithya is a hard worker that seems to be motivated by his own curiosity around the topics of study, always participating in class discussions and offering his own point of view.

I recommend Adithya for a position on the Dublin Youth Advisory Committee without reservation. Adithya is a hardworking, cooperative, and honest person with great character and I believe he has real potential to make a positive change in his community. Please do not hesitate to contact me with any questions you may have at [redacted]

Best regards,

Trevor Johnston

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5828

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Praveena

Last Name*

Gollanapalli

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Fallon Middle School

What grade will you be in during the 2023-2024 school year?*

8

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I am interested in exploring the opportunities and activities available for the youth in the city of Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am observing and understanding the youth in my friends' circle & I believe I can use that experience at YAC. This is my first time applying for YAC, & I wish I learn more about YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

There are a few issues I observe on day to day basis 1. There will be a commuting issue, especially on rainy days at schools, this can be solved by increasing the number of buses. 2. As a girl, I am facing monthly period issues on run days in PE, this can be resolved by knowing the health details of students closely.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently doing martial arts, music & multi-language activities. I can definitely have time to attend YAC meetings as my schedule is completely free on the 4th Wednesday of each month at 7:00 PM

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

By having conversations about city updates frequently.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I didn't get a chance to attend any YAC meetings so far.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Praveena YAC.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

3/20/2023

Dear Youth Advisory Committee

During the 2 years I have been Praveena Gollanapalli's Manager at Website Freelancing, I have witnessed her display exceptional skills as a Design Help and Proof Reading assistant.

To expound further:

Work Dedication
Praveena G is a dedicated and enthusiastic student. She adds a lot of ideas and commitment toward the end result.

Empathy
She cares for her peers and she tries to find the best solutions to their problems. It helps the work ethic and communication in the environment.

Collaboration
She works with her team smoothly. She brings everyone's ideas together and the end results show exactly that.

I am confident that Praveena's attitude and skills would make her a valuable contributor to your committee. Please do not hesitate to contact me with any additional questions you may have.

Sincerely,

Sri Mudunuru
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5789

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Brenda

Last Name*

Gonzalez

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

9th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

The main motivator for me in terms of becoming a YAC member is my love of this community and the people in it. While I admit I haven't lived here all my life or always been in tune with its opportunities, I do know that that hasnâ€™t stopped me from appreciating the city immensely. Iâ€™ve always wanted a chance to be more involved in this community Iâ€™ve loved living in for years. I had a chance to do this once last year as a leadership student body officer. As an SBO, I got to participate in the School Site Council (SSC). As a part of this council, I provided input from a student's view on issues regarding campus life. I realized then that getting to be a part of a community and all its facets is something Iâ€™m incredibly passionate about. I loved learning about the procedures being put in place to improve the school and the issues that the staff members were actively trying to solve. Most of all, though, I loved having a voice in something bigger than myself. By actively participating in the council, I felt I was giving back to my classmates and every other student in the school, voicing concerns I had heard all around campus. The professional and formal but accepting nature of the council made me fall in love with the experience of sharing ideas and lifting others up while actually having the resources to make big changes. I really want to be a part of something like that again, but on a bigger scale. Thatâ€™s essentially what YAC is. There are so many young people of all ages that experience issues every day, including myself. Even in the little 5th graders I see and educate every day as a T.A., I see problems in the way people are thinking and being treated. I feel that by waiting to address these issues we are only enabling more kids to face them and suffer the consequences. By being a part of YAC, I could work to make real change at a scale larger than Iâ€™ve ever been able to organize. I could finally help solve the problems that make my life challenging to create a better life for kids like my class of 5th graders. Being a voice for the people who feel they have no voice is something I am more passionate about than anything. I know so many young people who are facing real problems but are too scared to try and fix them or donâ€™t know how. I strive to spread awareness for important issues like theirs and unite the cityâ€™s youth under a feeling of safety and freedom. With this, I hope to learn government council systems and make connections with other strong student leaders so we can continue to make progressive changes as we grow older. YAC, to me, is an opportunity of a lifetime.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

One of the skills I possess that I feel is important is my willingness to participate in a lot of different activities and situations. Iâ€™m not one to turn down the opportunity to involve myself in group discussions at all and am always eager to share my take on things. However, I think considering multiple points of view is crucial, so making sure Iâ€™ve said my piece but also being willing to hear others out is important to me. Everyone has a different experience, so hearing the ideas people have based on what theyâ€™ve faced in their lives is something I love. Additionally, Iâ€™ve always been pretty extroverted, so Iâ€™m comfortable around others and am always excited to meet and work with new people. I think itâ€™s awesome when I get to meet others that feel as passionately as I do about leading and making change. On the cuff of that, something that I learned from being a leader and drama student is that teamwork is so crucial. With Leadershipâ€™s constant team-building exercises and Dramaâ€™s need for a united and cohesive cast, working as a team player is a skill Iâ€™ve worked incredibly hard to develop and excel at. I believe that my understanding of teamwork is a great skill to have for a collaborative program such as YAC. Iâ€™m always willing to step in, be a part of a team, and work with others for the benefit of everyone. I realize that nothing will get done by arguing with others and being self-centered, so I always prioritize making decisions that everyone is happy with. My time as a student body officer on the School Site Council taught me a lot about the council format, with minutes, motions, seconds, and votes. I also worked with this system on Cottonwoodâ€™s student council, which I helped lead as another part of my SBO duties. My knowledge of this system from participating in both these councils is a large benefit in my eyes. It means I know how to write agendas, record minutes, lead a council, and make decisions in the council format. This doesnâ€™t mean that I donâ€™t have plenty to learn, however; I still have so much I want to discover about how city event planning works and how meetings run. This just means I wonâ€™t have any trouble learning the basics of council structure and will be able to jump into the creative part of YAC easier. Finally, Iâ€™m reliable and hard-working. Iâ€™m not afraid to try new things, and Iâ€™ll always be there to help if help is needed. I hate going back on my word. With that, I always make sure to put 110% into everything I commit to and work hard to make things happen. I never want to be disappointed in my final products, so I work tirelessly to produce my best work. I feel that the culmination of all the leadership skills I've gathered makes me a strong candidate for the YAC team.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Some of the biggest issues I see teens in Dublin facing are concerning LGBTQ+ representation and college. Representation is 50/50 for many people in the sense that half of the teens I meet feel itâ€™s critical and the other half will mock any attempt at it. Iâ€™m one of the teens that feel representation is crucial for our community and any community in general because many teens here grew up without much of it. It shows, too. While teachers are doing a fantastic job of making LGBTQ+ students feel welcome and included in their classrooms, many teens canâ€™t seem to embrace their LGBTQ+ classmates in the same way. Those who are out are often ridiculed and bullied, causing those who are closeted to feel unsafe coming out. This is unacceptable, and I think this is largely because LGBTQ+ voices arenâ€™t being elevated enough in schools or the community at all. Just like we celebrate cultural diversity at our schools and take time to educate students about the history of world cultures, we should be celebrating the different types of romantic orientations and gender identities. As a council of teens looking to address important issues, tackling the issue of LGBTQ+ representation will be essential for this reason. Working as a team to assemble educational material for students to explore could be one way of doing this. Highlighting LGBTQ+ representative projects across the community could be another. Whatever way weâ€™d choose, there is absolutely a path that could lead to better representation in the city. Representation isnâ€™t the only issue, however. Many teens begin to feel pressure to think about college prospects, even at a young age. It can be incredibly overwhelming to pick from the thousands of colleges and universities out there, especially while research is plagued by the overwhelming appeal of Ivy Leagues and UCs. In addition, so many young people stress themselves out about requirements and getting as many credits as possible to look like perfect students. Itâ€™s crucial to not push teens so far past their limits and to not set unhealthy expectations on their performance in school. Burnout is a very real thing that I and so many other people my age have experienced. It can sentence young and older teens to mental health struggles harsher than anyone should have to go through at that age. So, how can we help? College fairs are already great resources that cities in the Bay Area are working to implement. Something simple we as YAC members could do is put together a site for college-prospective students that gathers information from across the web about what colleges are looking for. We could interview college students, professors, and admissions officers in the area as well to get their input. Another option would be to sponsor college-related events and talks to get students feeling the most prepared they could be as they begin their transition into college. The resources and events we put together could create a world of confidence in studentsâ€™ minds about their college prospects. This and efforts to improve representation could change the landscape of Dublinâ€™s youth forever.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently, Iâ€™m involved in a community theater program named Royal Theater Academy. We rehearse and perform family-friendly shows for the Bay Area community. Iâ€™m planning to continue to devote time to this program next year, but I may audition for some of the shows put on at Dublin High instead. No matter what kind of show Iâ€™m doing, I will be able to set aside time for meetings and activities each month.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

To get other teens involved in events and activities around the community, I feel itâ€™s really important to use strategies that will get them excited to be involved. Social media platforms like Instagram are really important to utilize if teens are going to notice any sort of activity, so I would focus a large amount of energy on that. Creating flyers with good aesthetics for these social media accounts is a part of that I would make sure to touch on, as appealing and themed graphics are a sure way to attract viewers. Reaching out to teens specifically through advertisement of these events is super beneficial as well. Teens are going to want to know that their help specifically is wanted for things like volunteering. Additionally, for volunteering positions itâ€™s more enticing for teens if flyers mention the benefits theyâ€™d be getting from doing this work (volunteer credits, helping improve the community, etc). With events, the most important thing Iâ€™d consider is singling them out. If itâ€™s an event specifically for teens and not for any other age group, that needs to be communicated. When an event has a lot of advertisements featuring younger kids, older teens get the impression that the event is not meant for their age group and wonâ€™t want to go. I would aim to use wording and pictures that market events for kids and teens of all ages. It canâ€™t just be the marketing, however; the event has to actually include fun activities for teens to enjoy themselves. YAC can help a lot with that. With the advice of teens on the committee, we can brainstorm possible additions to events that will make them more appealing for teens. We already have a lot of events to pull from that teens have been known to love; events like the St. Patrickâ€™s Day Festival and the Alameda County Fair are annual favorites, and for good reason too. The reason that events like these get so much attention from older kids is that theyâ€™re great places to hang out with friends. Rides, games, shopping, and food are all things that teens love to see in events because theyâ€™re fun ways to break from the same old hangout spots. I would work with the council to pull from these appeals in order to make appropriate additions to potential events. I believe that by putting all of these strategies together and working with the council to make the necessary changes, I could help effectively market community events to the young people of the city.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not, though I am interested in attending such meetings in the future. I believe it would be fascinating to learn more about the issues brought up during them.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

B. Gonzalez Letter of Rec.pdf

Upload 2nd Letter of Recommendation (optional)

Brenda G. Letter of Rec.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

March, 18 2023

Dear Dublin Youth Advisory Committee,

I am writing this letter of recommendation for Brenda Gonzalez. Without reservation, I **highly recommend** Brenda Gonzalez to be a part of the Dublin Youth Advisory Committee. I have been a middle school leadership teacher for seventeen years. I have been a member of CADA (California Association of Activities Directors) for over ten years. I have participated in numerous CADA state conventions, summer leadership camps and student conference days.

Brenda was elected as a student body officer for last school year. She **exemplifies** all of the Dublin Integrity in Action Character Traits. Brenda is responsible, respectful, giving, caring, cooperative, honest, does her best, is trustworthy, and has a positive attitude and self discipline. I would say that Brenda's strengths are in her organizational skills, focus and positive attitude. Not only has Brenda been enrolled in the student leadership class, she has also been a part of the K-8 drama program for at least four years. Both of these programs require a great deal of organization, focus and follow through. Brenda thrives effortlessly on these two programs. Her commitment to all of her classes has never been questioned.

I have known Brenda for five years as a student, a leader in my classroom, and as a school wide student leader and student body officer. I would describe Brenda as bright and positive in nature, as well as one who takes initiative and is honest and hardworking. Brenda consistently pursued to achieve high marks, produced work of the highest quality, was a dependable team player, and set an example for achievement and service during her tenure at Cottonwood Creek K-8.

Brenda is the kind of person that is not afraid to ask questions and will work hard to achieve high results. During the years of knowing Brenda, I became very aware of her ability to seek out challenges as well as her determination to conquer those challenges all while having an amazingly positive attitude.

In my professional opinion, Miss Gonzalez will be both an excellent addition and an asset to any organization that chooses to accept her.

Sincerely,

Natalie Young

Natalie Young
Instructor of Student Leadership Elective and Physical Education

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT Lorianne R. Ventura, Ed.D., Principal

To Whom it May Concern,

My name is Mrs. Rebecca Teames and I am very happy to recommend Brenda Gonzalez for the Dublin Youth Advisory Council.

It is my good fortune to be Brenda's teacher for the third year. She has been in my drama class for three years and is now also in my 8th grade history class. Brenda excels in all academic areas. She is conscientious, insightful, and mature. She is an exceptional writer and public speaker and always strives to go above and beyond. She is respected by her peers and demonstrates excellent leadership and teamwork skills when working with others.

I also have the pleasure of working with Brenda as her theater director. This is Brenda's second year participating in our spring musical. She is a talented actor, singer, and dancer, which has earned her lead roles in both productions. Her character offstage is even more impressive, often stepping in to help mentor and lead younger performers. She is always on time, prepared, and enthusiastic. Brenda applies her talents in additional productions through a community theater company, requiring her to manage her time wisely which she does exceedingly well.

Brenda is well-known by staff and students in our school community, and for good reason. She is involved in many activities, including our WEB leadership program. When she commits to an activity or project she follows through and goes above and beyond. She is reliable, dependable, and always demonstrates a positive, cooperative attitude. When teachers look for a student to take on challenges or responsibility, Brenda's name is often at the top of the list.

Brenda is an extraordinary student and person. She has a positive impact on the people and activities she engages with. I have no doubt that the same will be true of the Youth Advisory Council, and it is my honor to recommend her without reservation.

Sincerely,

Mrs. Rebecca Teames

8th Grade US History Teacher
Humanities Lead
Drama Director
Cottonwood Creek School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5824

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Saanvi

Last Name*

Gudisay

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

As the average teenager does, I have grown to develop my own opinions on subjects that I might not have even considered a couple years ago. But at the age of 14, maturity isnâ€™t a concept that adults assume I adhere to. I want to be able to voice those thoughts and opinions in an environment where theyâ€™ll be considered without the doubt that my experience or adolescence conflicts with the sincerity and aptitude of what my words offer. Being a part of the Youth Advisory Committee, I have the opportunity to provide new perspectives in areas that may have appeared black and white in our community until now while also creating opportunities for other teens that have been restricted from sharing their true opinions. I would be able to advocate for those that resonate with the same thoughts as me, but not every teenager shares the same ideas that I have. In YAC, I will meet others that have their own opinions and mentalities which will help me broaden my knowledge on how different individuals process occurrences in our society and how that affects the decisions they make. This experience overall would strengthen my ability to communicate, problem-solve and lead a community so that it thrives.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I believe the most important attribute in a leader or representative is their ability to both speak and listen. I often get told by my friends that I never know when to shut up as a joke, but what better way to discover more than to express thoughts with others who can then feed off and say more? Every individual has their own intricate way of interpreting their surroundings though it isnâ€™t until those conceptions are shared within groups that we as a population are able to create solutions or understandings of each other. Iâ€™ve implemented this method of discovery in how I communicate with people every day. I focus on sharing what I know and what intrigues me; what is new and afloat in my mind currently? I constantly speak about topics, urgent or random, knowing the next person that provides their insight will be significantly different from the last; then, I listen. I pay attention to the varying convictions between individuals and what the reason for those differences might be because every opinion is valuable in its own way. By speaking and also listening, I would be able to gather and provide information and perceptions from many groups and the Youth Advisory Committee would be able to use that to develop ideas or solutions that would benefit our community as a whole.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

An issue Iâ€™ve noticed that has never been properly solved is the usage of drugs in teenagers. Although the act is obviously punished when found out by adults and school authorities, the greatest action Iâ€™ve seen in opposition is to shut down school bathrooms where it happens most often. This just leads to students finding other secluded areas on campus where they are able to get away with it. In order to deal with an issue as wide-scaled as substance abuse, we would need to tackle the origin of the issue, which begins at where the drugs are being sold and why the teenagers are interested in buying them. As the YAC, it is difficult for us to deal with substance sellers but we can investigate why they are being bought by teens. The use of drugs typically ties into mental health and turning to substance as an escape and source of pleasure. We can offer experienced peer counseling to help teens work on their issues or any other factors that may lead them to using drugs. We can also educate students within schools through programs that emphasize the negative turnout of drug usage and inform them that there are resources that can help them through their addiction. The committee can also organize events that provide these teenagers ways to spend their time in recreational activities or group bonding to spend their time more positively and around influences that will stray them away from their addiction.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I partake in speech through my schoolâ€™s speech and debate club which I will continue through next year. I also play on my school's varsity badminton team and Iâ€™m currently preparing for the level 8 MTAC piano exam. I would have enough time to attend all the YAC meetings as well as the activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Social media like Instagram and Tiktok are where the majority of teens tend to spend their time. By taking advantage of the platform that the Dublin city account already has and promoting mainly through that would be extremely effective in spreading information on our events. I have had experience making various promotional Instagram posts through managing the Instagram for my leadership class, my badminton team, and when I ran for class officer so I would use that knowledge as an asset to how to properly advertise with teens. With high schoolers, it is difficult to convince them to take time out of their busy schedules to partake in a community event. An incentive would be effective in getting them to go. This could be offering signed volunteer hours for participating or prizes by implementing a competition in the event. The events can also be more directed towards what teenagers are interested in like particular artists or types of music, games or rides, and food or beverages that appeal the most to them. Since the majority of the YAC are Dublin High School students, we could also try and convince the office to announce city events through the weekly announcements, on the schoolwide email and texts, and put flyers across the school.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended a recent meeting but I am interested in and will likely attend the next one.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Saanvi Gudisay.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

"THE GAEL FORCE"

A California Distinguished School

Maureen Byrne, Principal
Kevin Cushing, Assistant Principal
Lisa Diaconis, Assistant Principal
Whitney Dwyer, Assistant Principal
Diane Santamorena, Assistant Principal
Andrew Waranoff, Assistant Principal

To Whom It May Concern:

It is my privilege to write this letter of recommendation for Saanvi Gudisay. Saanvi is a student in my Biology course this year. This courses gave me the opportunity to witness Saanvi's work ethic, abilities, and curiosity. I can confidently say that in a year that presents many obstacles and challenges, Saanvi displays perseverance, tenacity, and resilience on a level that is rare among her peers. There is no need to look further than this application process to see an example of her drive and determination.

Saanvi pushes herself to be engaged in a well-balanced life filled with curricular and extracurricular activities. Her participation in HOSA, summer advancement courses, and advanced level courses do not keep her from sharing her energy and kindness with her classmates. Maintaining this balance of high rigor academic involvement while continuing to be engaged and looking to improve her understanding is a challenge that is commendable.

It is with full confidence that I say Saanvi will be an asset to the Youth Advisory Committee of Dublin. Her self-awareness and intrinsic motivation ensure that she directs her energy where necessary while her interpersonal communication skills and versatility make her a highly sought-after member of any team.

Saanvi is a motivated and passionate student who seeks out challenges and thrives in solo and group scenarios. Her desire to improve and challenge herself is a quality that is commendable and will benefit her beyond the classroom as she pursues her interests. I am certain that she will succeed at whatever she puts his attention and focus towards. Please feel free to contact me with any further questions at [redacted]

Best regards,

Kendon Matkins
Science Teacher
Dublin High School

8151 Village Parkway
Dublin, California 94568-1699
(925) 833-3300
Main FAX (925) 833-3322
Admin FAX (925) 833-3344
Athletics/Activities Fax 925) 833-3347

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5780

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Akash

Last Name*

Guntamadugu

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

In my opinion, joining the YAC is an excellent opportunity to contribute to the community and make a positive impact on the lives of young people in the City of Dublin. Being part of the YAC allows students, such as myself to voice their opinions, advocate for their needs and work together with other young people and adults in the community to make the City of Dublin a better place for future generations. Additionally, being part of this committee can enhance my public-speaking skills and give me experience by being placed in a real-world situation where I can collaborate with other committee members, share my ideas, and listen to others' perspectives. By actively participating in the committee's meetings and events, I can gain further practical experience in leadership, problem-solving, decision-making, and critical thinking. These skills can be valuable in both personal and professional contexts and can prepare me for future opportunities and challenges.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Firstly, my experience serving as an assistant teacher to teach youth a foreign language has assisted me in honing my leadership skills. I have had the opportunity to plan lessons, organize activities, and lead group discussions. By taking on this leadership role, I have developed my ability to motivate young people and foster a positive and inclusive learning environment. These leadership skills can be valuable in the YAC as it involves collaborating with other members to initiate, plan and execute events and activities that serve the youth of the City of Dublin. Secondly, I also possess strong communication skills, both verbal and written. I am comfortable speaking in groups, expressing my opinions, and standing as a robust advocate for my ideas. Furthermore, I am an active listener and value diverse perspectives, which proves to be essential in a committee setting where distinct views are proposed. I strongly believe that my ability to communicate effectively and collaborate with others will allow me to contribute effectively to the YAC and help create positive change for the youth in the City of Dublin.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

In the modern era, teens are dealing with various issues such as mental health concerns, substance abuse, technology addiction, and issues of equality and justice. As a member of the YAC, I believe we can address these issues by promoting awareness, education, and support. For instance, we can collaborate with local mental health organizations to provide resources, support, and safe spaces for young people to talk about their mental health concerns. Additionally, we can partner with substance abuse prevention and treatment organizations to provide young people with information on healthy coping mechanisms and resources for seeking help. To address the issue of technology addiction, we can organize events focused on promoting a healthy balance between technology use and real-life connections. Regarding the issue of equality and justice, the YAC can actively promote inclusivity and diversity by holding events that celebrate cultural differences and provide education on issues related to diversity and inclusion. We can also advocate for policies that address systemic issues and work towards creating a more equitable and just society. By working together, the YAC can provide a platform for young people to address these issues and create meaningful change in their community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Thank you for asking about my activities and availability for the upcoming school year. Currently, I am involved in several activities, some of the most time-consuming ones include robotics and badminton. I am dedicating 10 hours per week to robotics and 6 hours per week to badminton as well as a few other activities such as teaching. While these activities are important to me, I am committed to finding a balance between my extracurriculars and any commitments that I make to the Dublin Youth Advisory Council. I am fully aware of the responsibilities that come with being a member of the YAC, including attending meetings and participating in activities. I am prepared to make the necessary adjustments to my schedule to ensure that I can attend all YAC meetings and activities as needed. I am committed to finding ways to balance my existing extracurricular activities with my responsibilities to the YAC, and I am confident that I can devote the time necessary to make a meaningful contribution to the council.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Working with local schools and youth organizations to identify and promote relevant and appealing events to teenagers can be a great way that gets other teens involved in the community. Social media platforms can also be leveraged to reach a broader audience and generate buzz around upcoming activities. By using influencers to spread the word and generate excitement, it may be possible to increase participation and engagement among more modern teens. Another effective strategy is to give teens a sense of responsibility and agency can help to create a more inclusive and engaging environment, and may encourage more young people to get involved. Additionally, offering incentives such as community service hours or recognition for outstanding contributions can help to motivate participation further and encourage teens to take an active role in building a stronger, more vibrant community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

At the moment I have not due to only being aware of the program at the beginning of March. Nevertheless, I have looked through a couple of the archives of recent years and gained a general idea of what the committee is about and is focused on accomplishing.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Akash Guntamadugu-2023.pdf

Upload 2nd Letter of Recommendation (optional)

Akash - letter of recommendation (2).pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Letter of Recommendation

March 23, 2023,
Selection Committee
Youth Advisory Committee

Dear Selection Committee,

During Akash's time working as my assistant teacher, I had numerous opportunities to observe him in a variety of situations. He consistently demonstrated an ability to take initiative and work collaboratively with others. Not only was he diligent in completing his assigned tasks, but he also proactively sought out additional responsibilities. This demonstrated a high level of motivation and dedication to the work, and his initiative was a valuable asset to our team. Akash's strong leadership skills were particularly evident in his interactions with students as I have always been impressed by the way he positively impacts them.

Overall, I believe that Akash's combination of leadership skills, communication abilities, and dedication to education make him an excellent candidate for the Dublin Youth Advisory Council. I do not doubt that he would make a positive contribution to the council and be an asset to any team he works with.

Sincerely,



Pallavi Chirakala

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ● 925-833-3300 ● FAX 925-833-3322

March 23, 2023
Selection Committee
Youth Advisory Committee

Dear Selection Committee,

It is my pleasure to recommend Akash Guntamadugu for placement on the Youth Advisory Committee in Dublin, CA. It has been a pleasure watching him grow in my Advanced Algebra 2 class this year and to watch him develop into a contributing member of my class. After reading more about this opportunity, I believe Akash will be a great asset to the program.

The members of this committee are students who are concerned with youth issues in the community and are able to have conversations with others in the community. Akash has adapted very well to my unique group-based learning environment He does a very good job of both listening to classmates explain their solutions as well as voice his ideas.

I have no reservations recommending Akash for this great program. I have no doubt he will represent the youth of the community well. Please feel free to contact me if you have any questions regarding his character, past academic work, or any other qualifications related to the program.

Sincerely,

Jaime Roberts

Jaime Roberts
Mathematics Teacher
Dublin High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5707

Date Submitted: 3/18/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Rashi

Last Name*

Gupta

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

Sophomore/10th Grader

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I aspire to become a member of the City of Dublin Youth Advisory Committee to be further involved in the programs offered by the city, be a part of the positive impact the YAC has on Dublin teenagers. I value the idea of bringing ideas and concepts created by myself and my fellow peers to life as actions. There are many activities or changes that teenagers strongly wish to for to happen in our community, but sometimes may be reluctant or feel like they do not have the opportunity to voice their views. Being a part of the YAC would allow me to positively represent our city's teenagers and youth, with fellow peers and teammates.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I believe that I am a strong candidate for the YAC due to my leadership and teamwork skills. As a martial arts instructor, I consistently and successfully teach students complex martial art techniques, while also mentoring them on various life lessons. Oftentimes, I interact with parents or students of all age groups, ranging from preschoolers to adults, and this requires different types and levels of communication. Being an official employee of a martial arts dojo, and having job experience, has taught me to be proactive and enhanced my interpersonal skills with parents, students, and fellow teammates or colleagues. Through my martial arts journey, I have learned how to be persistent and self-driven and used these skills on multiple occasions, not just at the dojo. I value and demonstrate the skills of being an active teammate, and supporting my fellow peers by being a motivated leader, but also an intent listener.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that two of the main issues Dublin teens are currently dealing with are stress and vaping, or other substance usage. For starters, many teenagers feel stressed to meet expectations set by society, social media, their parents or event the expectations they set for them selves. The stress of having the most community service hours and projects, or being the best student, or even getting into the most prestigious university, negatively affects the mental health of many teens in Dublin. Stigma surrounding mental health, that is prevalent in many families, makes it difficult for teenagers to reach out to counselors or other trusted adults for help. I believe that teenagers find it easier to speak with and open to their peers, who they share a smaller age gap with, because there is a high chance that another teenager may be feeling the same way. The YAC could set up a judgement-free, and possibly anonymous communication method between teenagers, and this solution can exist outside of a formal school setting. Secondly, I believe that many teenagers in Dublin suffer with addictions to substances, especially vaping. Vaping is a result of peer pressure and stress, and has detrimental side affects to a person's health. While there are many presentations and lectures in schools about not vaping or abusing substances, I have noticed that many teenagers do not always take heed to these warnings, because these presentations seem like "classroom material." Dublin already has poster contests about vaping, but the YAC could possibly expand awareness outside of schools by implementing student-led skits. Teenagers may be more engaged when they have a performance to watch, especially when led by peers, which can lead to them taking more warning and caution surrounding vaping and drugs.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently, I am an Instructor at a martial arts dojo in Dublin, known as Empower Martial Arts. In the past few months, I have recently joined their staff to be an assistant instructor, and recently was promoted and earned the official title of an "Instructor." A major part of this job and commitment is being present and active on the mat multiple days a week, to teach students of all age groups various martial art techniques. I regularly focus on improving and enhancing my skills as a Black Belt and continue to attend at least one training session a week along with teaching. Providing service to the community is also something I enjoy doing, and being a part of my dojo's staff gives me the opportunity to participate and volunteer in many of the events in Dublin. Additionally, I like to engage in the multiple clubs and activities Dublin High School has. I am an active member of the California Scholarship Federation (CSF), and the MÃ©decins Sans FrontiÃ¨res (MSF) club as well. In the next year, I will continue to be an Instructor at Empower Martial Arts, as well as continuing to be a member, or possibly board member, in clubs around my campus. I do believe that I will be able to dedicate and devote time to YAC meetings and activities, especially because I truly want to become a member of the committee. Having an official job at the martial arts dojo I work in, has taught me to be dependable and developed my skills in time management. I will continue to use these skills as a member of YAC, while also balancing other activities in a quality manner.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I believe taking advantage of the widespread reach and power social media has, can be a method of getting teenagers involved in the community, teen events and City-sponsored activities. Many teenagers have at least some form of social media or technology, where they can stay connected with other peers and the latest trends. Gaining participation and involvement from teenagers in City events, may become easier by utilizing Dublin's social media platforms to spread information about these events. There are higher chances that a teenagers would read posts on Instagram, especially with the features of reposting on a person's story, than stopping to read an actual flyer. I also think that many teenagers value being able to make their own decisions, especially when they are participating in events affecting the community, which does affect them as well. Allowing teenagers to play a unique role in City events, may make them more keen to become more involved. Options may include using forms or polls to gather data about what activities should be held at certain events, and then possibly using this data in event planning. This can provide teenagers with more initiative to stay involved in their community, while also allowing the City to maintain a proper amount of organization when planning City-sponsored activities and events.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a YAC or other Dublin Commission or City Council meeting,

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Rec - Rashi G - March 2023.pdf

Upload 2nd Letter of Recommendation (optional)

R. Gupta LOR (1).pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

Mar 13, 2023

To Whom It May Concern,

I have known Rashi since the Fall of 2022 and enjoyed being her 9th grade math teacher. Rashi is a wonderful person and student, and it has been a pleasure to get to know her over the course of the school year. She is kind and thoughtful and is incredibly responsible, especially for a young student taking a rigorous course load. Rashi always comes to class prepared and ready to learn, and asks very thoughtful questions about the content. She is respectful and understanding of the needs of everyone in the classroom.

Rashi is also a highly sought after and wonderful team member. No matter who she works with, she is always graceful, patient and respectful to her peers. She does an excellent job explaining concepts to classmates who struggle with the material. Rashi does an excellent job of ensuring that her groups stay on task and complete their assignments, but also keeping the environment friendly and congenial. She is very good at prioritizing what they need to do, how to divide up work, and keeping everyone involved so they feel they have contributed. Because she always does quality work, her teammates value her and trust her leadership.

Rashi is a very engaged and responsible student. She is one of my very strongest students this year and her academic record reflects this high performance in all of her classes. Rashi has excelled at her academics because she has strong organizational skills and time management. One reason that Rashi is able to do so well is that she is only involved in activities that she cares about. She has been extremely dedicated to martial arts, and she also cares a lot about the Dublin community. She would be an asset to the Youth Advisory Committee because she has passion for making Dublin a great place to grow up, she is extremely competent and organized, and is phenomenal at working in a team.

Rashi is a very good-natured, mature and respectful young woman. She is the type of person who will continue to work hard to achieve her goals. She is a motivated student and I am confident that she will do great things on the Youth Advisory Committee. If you need further information please contact me at [redacted]

Kathryn Maurer
Math Teacher, Dublin High School

EMPOWER
MARTIAL ARTS
[redacted]
Dublin, CA 94568
[redacted]

March 16, 2023

To Whom It May Concern,

I've known Rashi Gupta for over 7 years, since she was a young child, when she started training in martial arts at my studio. I have had the pleasure to see her grow up over the years into a mature, intelligent, hard-working, and responsible young adult. What started as an extracurricular activity that her parents enrolled her into to gain knowledge of focus and discipline, quickly turned into a way of life.

Rashi is currently a First-Degree Black Belt, and recently just earned her official title of "Instructor." She has also been working as a Martial Arts Instructor for ages 4 through adult, teaching classes and running events, and I was more than grateful to have her come on board about 6 months ago as an employee. Rashi's role in my business first began with her simply volunteering in classes, out of her own will and desire to help, which then turned into a formal employment position and strong leadership role. She has clearly demonstrated strong leadership skills and a high level of commitment in order for her to have a role as an Instructor. But most importantly, she continues to demonstrate the desire to improve and refine her skills each and every day.

Rashi is very versatile, not only in the type of work that she performs, but also in the manner in which it's completed. From teaching young kids, to conversing with their parents, to interacting with and teaching adult students, to working with a coworker on a common task, she is able to easily adapt and shift her method of interaction and communication styles. She is also extremely generous with her time and knowledge. She is always eager to help out her fellow team members, and to take any additional steps necessary to ensure the team succeeds with any given task, goal, or objective. She balances the ability to offer insight to her fellow teammates, while also being inquisitive, open-minded, and receptive, in order to better herself, and effectively, improve the experience that others have while interacting with her.

I consider Rashi to not only be just an employee of my business, but an invaluable member of our martial arts community. I wholeheartedly give my highest recommendation for her to earn your acceptance into the City of Dublin's Youth Advisory Committee. I undoubtedly think she would be a fantastic addition to your committee and would offer invaluable contributions to our community.

Thank You for your Consideration,

Shihan Samar Shir
Owner, Empower Martial Arts

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5815

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Aaliyah

Last Name*

Hasni

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

By being a part of the Dublin Youth Advisory, I will be able to represent high school scholar-athletes to provide positive input on our city. I believe that being a community member as a teenager can be a highly rewarding experience. It provides an opportunity to make a positive impact on the world around me, build new skills, and make connections with like-minded individuals. Volunteering will allow me to give back to the community, helping to address issues that are important to me and contribute to the betterment of society. I will also develop my leadership and teamwork abilities, as well as my communication and problem-solving skills. Feedback from the youth is crucial for cities because they represent a significant portion of the population, and their perspectives and needs are unique. Youth bring fresh ideas, new perspectives, and diverse experiences that can help cities address current and future challenges. I want to be a part of the Dublin Youth Advisory to voice my feedback about the youth of Dublin, and to make a difference in our city. By incorporating myself into the Youth Advisory Committee, I will be able to relate the voices of high school medical students, honors students, and varsity athletes- as I am all of these things myself. I look forward to putting my connections to use for the betterment of our city. I value the importance of this Committee, because I am aware that cities that actively seek and incorporate feedback from the youth can ensure that their policies and programs are inclusive, relevant, and effective. For instance, involving youth in the planning process for community spaces such as parks or recreational areas can lead to the creation of spaces that are more appealing and accessible to young people. Furthermore, engaging with the youth can also help cities identify and address issues that are specific to young people, such as affordable housing, job opportunities, and access to education and healthcare. By prioritizing the needs of the youth, cities can create more vibrant and sustainable communities that benefit all residents.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

High school students are often seen as good representatives of youth because we are at a critical juncture in their lives where we are transitioning into adulthood, and are beginning to develop our own opinions, beliefs, and values. Moreover, I am typically more connected than others to the current social, political, and cultural issues affecting young people than older adults, as I am active on social media and engage in discussions with my peers about such topics. Furthermore, since I am multi-ethnic, I can bring ideas of cultural enrichment to Dublin. Ethnic diversity brings new cultures, traditions, and customs to a community. This can lead to greater cultural exchange, which can enrich the community and broaden its perspective. It can also lead to the development of new art, music, and literature, which can add to the community's overall cultural richness. As a multi-cultural community member, I can offer diversity and I can offer a fresh perspective to Dublin and be more open-minded to new ideas and ways of thinking. As a scholar-varsity athlete, I'm a great representative for the youth in Dublin. My strong teamwork and leadership skills have been developing over the years. I actively participate in leadership conferences, such as Dublin HOSA and Dublin CSF. My teamwork and cooperation skills have been acknowledged in years past from volleyball, where I have been team captain for both club and school. Specifically, my first hand experiences with politics and school make me a great candidate for the YAC. I have attended a variety of amazing volunteering events from which I met great people. I enjoy socializing and networking, and I tend to attract people because of my bubbly and positive personality. On the more political aspect, I have helped family members in years prior to campaign for city board positions. From these experiences, I have received great insight on the courses of action and strategies for politics. Aside from my experience, I feel its important to incorporate students who are involved in sports and clubs. Finally, I believe that we high school students are also part of a demographic that is often overlooked in mainstream politics and decision-making processes, and by giving us a platform to voice their opinions and ideas, you can ensure that our perspectives and needs are being heard and considered.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

There are several issues that high schoolers are currently facing in California. Some of these include: Mental Health: Many high schoolers in Dublin are struggling with mental health issues such as anxiety, depression, and stress. This can be due to academic pressure, social isolation, and the ongoing pandemic. As an extremely academically competitive school, the standards are constantly being raised for teens, which can lead to high amounts of pressure and stress. Solution: The YAC should manage that Emerald High and Dublin High should provide counseling services, mental health resources, and create safe spaces for students to discuss their mental health concerns. Encouraging peer support groups and programs that promote mindfulness and stress-management techniques can also be helpful. College Admissions: The college admissions process can be stressful and overwhelming for many high school students in Dublin particularly those from low-income families or underrepresented groups. Solution: The YAC should implement the schools provide resources and support for students navigating the college admissions process, including college fairs, college application workshops, and financial aid information sessions. They can also partner with community organizations and colleges to provide mentorship programs and scholarships for students in need. Academic Burnout: Having to maintain a good GPA while enduring ongoing amounts of pressure from peers and family is very relevant at Dublin High. From my 2 years of attending this school, I have noticed that honors and AP students are experiencing burnout, and they don't have the same drive or motivation as they once did. Solution: Provide academic support- Schools can offer academic support such as tutoring, study groups, and study skills workshops to help students manage their workload and improve their academic performance. oster a supportive learning environment- Schools can create a supportive learning environment by encouraging open communication, providing emotional support, and promoting a positive and inclusive school culture. This can help students feel more connected to their peers and teachers and less isolated and overwhelmed.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the school year, semester one I will be playing volleyball at the varsity level. My practices will be after school, however the time of the meetings for the YAC is beneficial to me, as it is after my scheduled practice time. However, should something come up and my practice time interferes with the YAC meetings and activities, I am prepared to make those adjustments because this will be my priority. Furthermore, second semester I will be running track at the varsity level. Again, I am prepared to make adjustments to be able to attend the meetings, however they most likely won't interfere. Besides sports, I will also be actively participating in school clubs such as HOSA, MSF, and CSF to maintain and build my leadership skills. As extracurriculars and programs, I will be starting my research project on Artificial Tissues and Organs, and will also still be actively volunteering in the community. Yes, I will be able to devote time each month for the YAC meetings and activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

1) I would get other teens involved in the community by promoting on social media. I think that, especially with Gen "Z", social media is a great platform to get through to teens and get them involved. Social media platforms such as Instagram, Snapchat, and TikTok can be powerful tools for reaching out to teens and promoting city events. I can create social media accounts for the event or partner with local influencers or student leaders to help spread the word. 2) Furthermore, I would get teens involved in planning. One thing I know for sure about Dublin High School students is that they love the volunteer hours. Teens are more likely to attend events if they feel like they have a say in what's happening. I would suggest getting teens involved in the planning process, either by soliciting their ideas or by creating someone to help plan and promote events. 3) Partner with schools! Partnering with the new Emerald High or Dublin High would be a great way to get other teens involved. Schools are an excellent resource for reaching out to teens and promoting events. We can either can partner with local high schools and middle schools to create posters, flyers, and announcements that promote the event. 4) Create engaging events. Teens are more likely to attend events that feature engaging and exciting activities. I would suggest including interactive activities such as games, contests, and demonstrations that will appeal to a younger audience.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not, but I look forward to in the future!

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

AaliyahHasniLOC.png

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

JOYA

March 6, 2023

To Whom It May Concern,
It is my pleasure to write a letter of recommendation for Aaliyah Hasni for the position of Dublin Youth Advisory Committee member. I have known Aaliyah for four years and have had the privilege to work with her in multiple settings, most notable as a Member Services staff member for Joya. Aaliyah is a perfect candidate for this position as she is a Dublin High School honors student-athlete.

Aaliyah is a very reliable employee. At Joya, she is responsible for greeting members at our Dublin, Livermore and Pleasanton studios, assisting them with account questions and ensuring the studio is a happy and fun environment. Aaliyah always has a smile on her face and is willing to put in the extra effort to make Joya members feel listened to and important. Aaliyah never calls in sick to work and always accomplishes the extra tasks assigned to her.

In addition, Aaliyah is an active member at Dublin High School. At school, she is involved with the Pre-Med Society club, Health Occupations Students of America and Dublin Scholarship Federation Club, all while maintaining a 4.17 GPA. Not only is she involved academically at Dublin High School, but she is also a student-athlete playing varsity volleyball and running varsity track at a very high level winning multiple individual awards. Her ability to manage her school and work schedule has been incredible to watch.

Without reservation, I believe Aaliyah would excel in this position because she is integrated into the Dublin community through school, sports and being employed in Dublin. If you need any additional information, please do not hesitate to contact me at: [redacted]

Truly,

Nicole McDowell, Joya Director of Operations
[redacted] Livermore, CA | joyayoga.com | Fit. Well. Happy. |

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5711

Date Submitted: 3/19/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Aswitha

Last Name*

Jegadheesh

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the Dublin Youth Advisory Committee as advocating for the voices of not only my peers but kids younger than me who never get the opportunity to decide how things are run within the city they live in, Dublin. Being an active member of the city of Dublin also gives me a different perspective on how changes can and are made on a day-to-day basis. As a young child growing up in Dublin, I had always looked forward to the different events the city had to offer us. However, my friends and I often found ourselves waiting long periods of time for a new event to be made, which is something I'd like to improve as a Youth Advisory Committee member. Although being older, I'm able to understand the amount of time and planning required to plan such events, I also understand my younger self's anxiousness to attend all these fun events whenever they were going on. With the two perspectives of my younger self and my friends, as well as the extensive planning that goes into all Dublin city events, I feel as though I could help create a fun and stimulating environment for the youth of Dublin.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Through my experiences of constantly working with my peers as well younger kids in dance, taekwondo, as well as being a teacher assistant at California Tamil Academy, I've developed essential skills such as patience, having an open mind, adaptability, a good sense of understanding, as well as efficient decision making. These skills all accumulate into being a good leader but more importantly, they factor well into what makes a good group collaborator. I'm a person who's always willing to listen as growing up, I'd find myself not being listened to enough, which would allow me to help the ideas of my peers to be heard and acknowledged. As all 3 of these activities foster kids from all around Dublin, I'm constantly surrounded by the input of the youth community. Whether it being excited about the St.Patrick's day parade and carnival, Splatter, trunk-or-treat, and the various amounts of both holiday and non-holiday events that the members of the city of Dublin are constantly planning, I'm able to achieve a deep understanding of what our current youth enjoys, and what they want to happen in Dublin!

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

There are several issues that teens in Dublin are dealing with. However, I feel as though their problems aren't necessarily the absolute root of their feelings but moreover, the fact of them not having any sort of outlet to let go of these feelings. Because of this, the Youth Advisory Committee could create several different things or activities to help teens in our community cope. Whether it was anonymous areas where they could simply just write out everything that they're feeling, as that is proven to help relieve the said feelings at times, create different environments or safe spaces throughout the month where teens could either talk to one another or a professional about what exactly it is that they're going through. Often times not just in our Dublin community, teens' personal problems worsen as they have nobody to talk to them about and leave themselves to be swallowed in their sorrows. Although there are many different ways to go about helping Dublin teens with their problems and issues, it is definitely something that can be solved and implemented through the Youth Advisory Committee.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I'm currently and for the 2023-2024 school year will be involved in dance, taekwondo, and volunteering. I've been Bollywood dancing for the past 6 years and wanted to continue my passion for dance within Dublin High. Upon this, I joined Dublin High School Naach Dikhadae and have been a part of the club since my freshman year and next year, I plan on having an officer position! As for taekwondo, I've been a Kukkiwon certified 1st-degree black since 2021 and will be working towards my second degree in the coming school year. Lastly, in terms of volunteering, I am a teaching assistant at California Tamil Academy where I am constantly working with young kids who are aspiring to stay in touch with their mother-tongue language of Tamil. Although these are time-consuming activities, they will not clash with the Wednesday meeting times that the Youth Advisory Committee will be meeting in throughout the year.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved with the city of Dublin as a whole mostly through advertising, as in my opinion, it is the best way to spread and bring awareness to different things. I would repost any Instagram-made posts on my story for all my friends and peers to see, a lot of teachers on the Dublin High campus allow for students to write any upcoming events on their whiteboards for all of their classes to see, and I would definitely talk advantage of that. Apart from that, I would let my peers in dance and taekwondo know about any and all upcoming events happening within Dublin, even if they aren't living in Dublin as well, as they could potentially bring more people they know to said events as well. Among the teenage community, social media is definitely the best and most efficient to let people know what is happening all around them, whether they live in the area or not. With the various social media platforms I have, I definitely believe that my peers would become more involved in the Dublin community overall seeing these events through forms of advertising.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Aswitha Jegadheesh letter.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 15, 2023

To Whom It May Concern:

It is a pleasure to write to you on behalf of Aswitha Jegadheesh, a student in my Sophomore English class for the 2022-2023 school year. Aswitha is an excellent student with many positive qualities. She always goes above and beyond on her assignments and is always willing to help other students with difficult concepts. In group settings, she has proven herself to be a strong leader.

In addition to her academic attributes, Aswitha is very active in extra curricular activities. She volunteers as a teacher's assistant at California Tamil Academy where she helps students appreciate their culture, she is certified 1st Degree Black Belt from Kukkiwon World Taekwondo Headquarters. She also is part of the Legends of Bollywood Club and DHS Naach Dikhadae. Aswitha is fluent in English and Tamil and is learning Spanish. She belongs to several organizations such as Girls 4 Sports, Destination Graduation, CardsForKindness and P.A.T.C.H. All of these activities and organizations help make Aswitha a stellar candidate for Dublin Youth Advisory. I recommend her highly.

Sincerely,

Patricia McGinley
DHS English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5661

Date Submitted: 3/13/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Zayan

Last Name*

Kajani

Street Address*

[redacted]

City*

dublin

State*

ca

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dorris Eaton

What grade will you be in during the 2023-2024 school year?*

7th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

My parents moved to Dublin right after they got married. Dublin was their first home together. My sister and I were both born in the area and have only known Dublin as our home. Every change I have witnessed in this town has been exciting for our family. I remember when the new BART station opened, and also touring Kaiser hospital when it first opened. I remember when so many shopping centers made their mark on this town. I loved going to the new Whole Foods for the first time. Many of my friends and I saw Cottonwood School being built, and some even attended there, I attended the new opening of the cricket field at Fallon Sports Park, and now I live very close to the new high school that is about to open that I may attend one day. Each and every one of these has made a change in my life, big or small, and I want to positively effect my community as well. I want to give back to this community. I was born here and that means a lot to me. The community that I am a product of. This place means so much to me and I want to make my mark on this place that I call home. I want to make sure that I do my part in making sure Dublin is a safe, inclusive, and welcoming community. I want to learn and understand the inner workings of how a city like Dublin is run. I believe my strong skill set accompanied with my good attitude and my openness to learn is differentiated. I want to inspire a kid to try for a position in their city government by seeing another kid making a difference, even a small one in their daily lives. Maybe my small part will encourage a child to make a difference in their community.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I feel I possess many skills that would make me a strong candidate for this position. Firstly, I am a leader. Whenever we have group projects at school, I take the role of a leader and attempt to be a force of reason. I make sure to listen to everyoneâ€™s ideas and encourage others to give their input before we make a decision. I do this because I feel that a good leader should lead by consensus. Secondly, I know what it takes to inspire people to help others. I have started multiple GoFundMes to raise money for different causes I support. One of them was when I raised money for a school in Antioch that wasn't able to afford school supplies for students to learn from home during Covid. I bought different items in bulk at the Dollar Store and packed over 500 packages of supplies for each individual child. Because it was during Covid, I worked only with my sister, mom, and dad in our garage. During this task, I also learned a lot about teamwork and through a bit of trial and error, I learned that even though it was "my" project, I should still let others take control in areas they excel at. I also feel that I can empathize with anybody we are helping. I am Muslim and for our holy month of Ramadan, we don't eat or drink from sunrise to sunset so we appreciate what we have, and most importantly, gain empathy towards the people who are less fortunate. I believe this has strengthened my ability to empathize with others. Finally, I feel I have a good heart and am willing to put in the effort. Using the example of the GoFundMe I mentioned above, my teacher told us about how her friend, who worked at a school in Antioch, didnâ€™t have school supplies and how lucky we were to have these privileges. When I got home, I told my parents about how I wanted to help. They suggested that I help one class of 20 students, but I wanted to help the whole school, and so with the support of others, we did just that! After I finished my homework, each night for a month, I would find all the best deals for school supplies and put the prices into an excel spreadsheet to try to get the most out of each dollar of donation. Throughout my life, I have thought with my heart first, and then applied my mind to find a solution that works, which is why I feel I would be a good candidate for this position.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

There are a many issues teens in Dublin deal with, but I believe the most important of which is the fact that the youth community of Dublin needs to gain a sense of unity and camaraderie. I have the good fortune of going to a very small school with only 100 people in the middle school wing and due to this small environment, I have met and know every middle school student. Because of this, I feel known, heard, welcomed, and gained a sense of unity with my fellow students. This has given a boost to my personal self-esteem and confidence. This is a feeling I believe can be gained through any team sport. Those who aren't part of teams or active social groups aren't able to gain that sense of unity, and often have less confidence and self-esteem, which I firmly believe are critical in todayâ€™s world. The YAC could create more after school activities for teams, clubs, etc., to facilitate this sense of belonging to those for those who don't have the opportunity. The other major issue that I believe the youth community of Dublin is dealing with is the inability to connect with their school counselors. The counselors don't see the problems that the students bring to them in the same light as the students. It is not the counselor's fault, as they see it from their generationâ€™s perspective and that is often very different from what the students see. This makes the students feel significant helplessness and anxiety when there is a real need to see a counselor. Because of this, some kids will try to fix their problem themselves. If we had a committee of similar aged youth trained appropriately from YAC, we could create a peer based solution. The students could still go to the counselors if they like, but we can offer this as an alternative solution for those students that feel they arenâ€™t being heard. This would help kids come out of their shell and feel comfortable talking about their issues. Additionally, the kids who are helping their peers will gain knowledge about social emotional learning helping both sides profit emotionally and mentally.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am part of many different activities outside of school. I play the guitar, I play cricket, and I play flag football. I am devoted to all of these, but I have the classes only once or twice a week so I will definitely be able to make time for the YAC meetings and activities. I am also very passionate about helping the community, so if I am fortunate enough to get the opportunity, I will give it the attention it deserves.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in the community by using â€œpositiveâ€ peer pressure. Teens want to hang out with other teens, so it is important that we make it â€œcoolâ€ to help the community. At our local mosque we hosted a monthly refugee bazaar and allowed refugees to come and take anything they needed, but made it a â€œdignifiedâ€ shopping like experience. We were able to get many teens to come and help. The teens wanted to come because they got to hang out with their friends, and while they did that, they also helped the community. Finally we could put in an incentive for the kids to come - maybe work with a local sponsor - say an ice cream shop, etc., so the teens that participate get a voucher to get a free product.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No I have not.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Dear Youth Advisory Committee.docx

Upload 2nd Letter of Recommendation (optional)

Letter of Recommendation for Zayan Kajani .pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.



Mary McHugh
[redacted]
[redacted]

Dear Youth Advisory Committee (YAC),

I am honored to write a letter recommending Zayan Kajani as a strong candidate for the Youth Advisory Committee. I first met Zayan in 2020 during the pandemic when the world and education faced unprecedented times. This young man was so moved by a discussion in his fourth-grade classroom addressing the dichotomy between the opportunities he and his classmates were afforded and my students in a Title 1 school. After sharing his desire with his teacher, Ms. Wong, a colleague, and his mother, he launched a Go Fund Me Account and donated a considerable amount from his own birthday money to match the funds raised.

Zayan's passion was quenchless and evolved to raise funds not only for my first graders, but for all Tk through second-grade classrooms at Marsh Elementary School in Antioch, California. With his mother's guidance, Zayan purchased, organized, delivered, and personally handed out a diverse range of educational materials to assist our students with distance learning. His compassion and personal dedication are rare qualities in a person so young. I remember the day he and his mother arrived at Marsh to distribute materials to our students. The grace he embodied, and the joy that danced across his face as he personally conversed with our students and their families. Zayan's ability to instantly connect with strangers whose life experiences were so different from his own was truly inspiring to observe.

This passion continued to develop as he raised funds last year to provide laptops for Chromebooks for Refugees and exceeded his goal. Zayan has been actively involved and volunteering his skillset in the Dublin community through The Muslim Community Center East Bay. This organization provides clothing, food, education, spiritual, and job support. His experience and connection with the Muslim Community in Dublin and his family, guides his foundational belief that he has a responsibility to help others who are less fortunate.

Zayan Kajani's unwavering compassion, commitment to initiate, follow-through, and exceed his own personal goals as well as his history with the Dublin Community have shaped him to be an excellent candidate for the Dublin Youth Advisory Committee. I believe he will bring these qualities and leadership to the committee, and I highly recommend his candidacy.

Sincerely,



Mary McHugh

First-Grade Teacher

Marsh Elementary School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5725

Date Submitted: 3/21/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

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Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Shreeya

Last Name*

Kamboj

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Emerald High School

What grade will you be in during the 2023-2024 school year?*

9th Grade (Freshman)

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee as I am interested in serving my community and making Dublin a better place. I enjoy taking leadership roles in my community and offering service. I would also feel a strong sense of relationship towards my place in Dublin. Additionally, the Youth Advisory Board would give a view on a variety of different characteristics such as leadership, cooperativeness, responsibility, respectfulness, and goals. I also feel like I would be able to make a contribution to multiple lives, as I am interested in making Dublin a better place to live. Likewise, I could help different age groups be aware of the issues that Dublin currently deals with by hosting events, spreading information (through newsletters, videos, or flyers), or giving informational presentations (through school systems).

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Skills I possess that would make me a strong candidate for the YAC are leadership, responsibility, respectfulness, attentiveness, an open mind, and hardworking. I exhibit these characteristics by being an active participant in my school and involve myself in collaboration. In my school I am the Senior Yearbook Layout Editor, participate in multiple sports (Track, Cross Country, Swimming, and Archery), am apart of the Speech and Debate Club, and involve myself in an organization called Girls4Sports that bring awareness to concerning events of modern society and how we can act as problem solvers.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Issues I believe teens in Dublin are currently dealing with include, the negative health effects of tobacco, peer pressure, changes in daily life, and expectations. YAC could address these issues by sending out resources (via email, school systems, articles), holding contests where teens can create visuals (ie. posters, flyers, etc…) to inform their peers, or to address these issues in Dublin Board meetings.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I have been playing the piano since I was 8 years old and I enjoy reading and writing in my spare time, and I will devote the same level of attention to YAC! I also joined a non-profit organization called Girls4Sports that brings awareness to important issues such as global health, and women's rights problems. I am also the Senior Yearbook Layout Editor for Cottonwood's Yearbook Team, Advanced Speech and Debate member, am apart of TUPE, which is a counselor program bringing awareness to the negative health effects of tobacco, and WEB which is a mentorship program to help 6th graders to transition to middle school. In 9th grade I am interested in pursuing many of these activities, and creating clubs and organizations in EHS, to further my passion to make a community impact. In my freshman year I am also passionate about joining electives such as Biomedical Pathways, Leadership, and Yearbook. I will devote time each month for YAC meetings and activities, as my main goal in life is to make a difference in the community, so YAC will always be my first priority.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in the community by hosting events, contests, and activities. These activities could include fun runs, contests potentially with prizes, having teens publish articles or writings, and potentially create YAC clubs in middle/high schools who are not apart of YAC, so they can inform their schools about Dublin activities.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have attended Dublin School Board and City Council meetings. Topics I have been interested in include, limited resources for schools, information about Emerald High school, and news in Dublin (rewards that citizens have gained or dangerous events that have occurred).

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

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Upload 2nd Letter of Recommendation (optional)

Shreeya Kamboj Rec Letter.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 15th, 2023

Letter of Recommendation

Brandon Coffey
6-8 Math Teacher/ WEB Coordinator
Cottonwood Creek School
[redacted] Dublin CA 94568

Hello,

My name is Brandon Coffey and I am a 6-8 Math teacher at Cottonwood Creek School. At the school, I am also the WEB Coordinator which is a program to help incoming 6th graders in their middle school experience. I have been in the education field for 5 years and have known Shreeya Kamboj for 4 of those years. I first taught Shreeya in 5th grade and am now working with her in our WEB program. I know that Shreeya would be an amazing asset to Dublin Youth Advisory Board and should be strongly considered when reading her application.

Within our WEB meetings, Shreeya shows strong signs of leadership. Our meetings are student driven with little to no influence from adults. Shreeya has come up with multiple acitivities to include in our events and has developed resources to help facilitate these events. From creating Google Form sign-ups, to discussing and debating what events would best suit our 6th graders, Shreeya has risen to the role of being a leader.

Shreeya is also very detail-oriented. In being detail-oriented, she makes sure to understand her 6th grade peers to better understand their needs. She meets with them on a regular basis and will ask them questions about their school year and what they need. In getting to know them better, she ultimately is better able to craft activities and events that will benefit our 6th grade class. Lastly, in these meetings, she is always punctual and on time. Her communication is strong and this contributes to her being such a strong voice for the 6th graders she's trying to help.

Leadership, communication, attention to detail, and being punctual are all attributes of anyone who is successful in a government position. The Dublin Youth Advisory Board would be very fortunate to have an applicant like Shreeya. She represents a part of the student population what would greatly benefit from having someone like her on the board; someone who works hard, has imense empathy for those around her, and does things with intent and purpose. Please reach out with and questions and consider Shreeya Kamboj for the position.

Best regards,

Brandon Coffey

Brandon Coffey
6-8 Math Teacher/ WEB Coordinator

[redacted]
Dublin, CA 94568

[redacted]
[redacted]

[redacted]

[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5739

Date Submitted: 3/22/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

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Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

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1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Riya

Last Name*

Kawatra

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the Dubin Youth Advisory Committee because I have lived in Dublin all of my life and as I am getting older, I would like to do my part in giving back to the city that has raised me. As a current highschool student, I see there are issues that need to be addressed and I want to do my part in helping my fellow peers and community overcome hardships. Iâ€™ve always looked up to the leaders of our city and I am excited to be posed with an opportunity to serve my community!

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I have very strong leadership skills, as I have been involved in a leadership program since elementary school, and have carried this passion into high school. I am currently a part of Dublead, which is the leadership program for Dublin High School. I know what students want and enjoy, as we frequently put on events for the students at our school. I have also volunteered at the Dublin Library, so I am experienced with working with other people, both students and adults, in the city. I am also a team worker, this year I was Team Captain of Dublin Highâ€™s freshman girls basketball team. As team captain, I used communication skills, patience, and trust in order to lead my team into a successful season this year. Additionally, I am a committed person who always has to see things through. I am a straight A student and I am able to balance my school life with my extracurriculars by using time management skills.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

At school, I see many kids skip class to go vape in the bathrooms or do some other types of drugs. Not only have I been hearing and seeing things from Dublin High, I also heard that the middle schools have also been facing this issue. Though our schools present information on why drug use is bad for teenagers, I feel like as a city we can do more to prevent more teens from getting hooked on drugs from a very young age. Last year I made a podcast called Resistance Against Drugs, and put it on Spotify in order to get students at school listening to the effects of drug abuse in a way that is convenient and easy to access for them. I think that in order to see a decrease in teens using drugs, we have to make information more accessible, rather than just providing yearly slideshows that will not be looked upon again. I propose that we make a social platform on behalf of the cities or schools in order to keep sending out information in a way that would reach many students at a time. We can do this by using Instagram, Tiktok, or maybe even making a Spotify account where we post songs or podcasts with this information. I believe that this is a big issue that needs to be addressed because we canâ€™t risk any more teenagers throwing away their lives to drugs.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Next year I plan to be a part of the Dublin High Girls Basketball team, along with Dublin Highâ€™s CSF, and NHS. I also plan on starting a club about drug awareness, however, I will be able to devote time to projects and meetings for the YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved by posting on social media like Instagram and Snapchat, and by spreading the word at school and to friends and family.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a YAC or other meetings, but I look forward to attending them soon.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Riya Letter.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Richard Hernandez
[redacted]
Dublin, CA 94568
[redacted]
[redacted]

21st March 2023

You Advisory Committee
Dublin, CA

To Whom it May Concern,

I have had Riya Kawatra as a student in my fourth period Freshman Seminar class since January of 2023. The class is only one semester long and designed to teach ninth grade students how to make good decisions about their future. We do a number of individual and group projects that involve career research, real life budgeting, and mock interviews. In the short amount of time that I have known Riya, she has shown herself to be a hardworking team oriented student. That is why I am recommending her for Dublin's Youth Advisory Committee.

Riya has done a number of projects in class that make her stand out. In the Family budgeting project, Riya and her team had to create a family budget for their possible future. Riya works on a diverse team that can be difficult to compromise with but she found ways to find common ground and completed the project on time and met all of the requirements. She demonstrates the ability to pay attention and listen to others while not being distracted. She manages her time well and can always be counted on.

I believe that Riya Kawatra would make an excellent member of the city's Youth Advisory Committee. If you have any questions please contact me at [redacted]

Sincerely,

Richard Hernandez

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5790

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

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Letter of Recommendation

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Application Submittal

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1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Na Yeon

Last Name*

Kim

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

12

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to be a member of the City of Dublin Youth Advisory committee because I want to voice my opinion on different issues around activities in Dublin. Being a Dublin resident for eight years, I am familiar with the different activities and volunteer opportunities around the community. Some that I have participated in include volunteering at the Senior Center, attending the Shannon Park Sunrise Summer Camps, Splatter, and St. Patrickâ€™s Day Parade. I am an avid believer in having a student representative to voice these issues, as a student perspective is the most beneficial. I have experience in identifying community needs and taking action to make sure teensâ€™ opinions are heard. I have already impacted my community district-wide, and want to expand impact city-wide.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am a team player, a project leader and have innovative ideas. In Destination Imagination, an organization with a project-based format where students collaborate to solve one STEAM based challenge annually, I have worked with my team of five to organize presentations across nine elementary schools and 700+ students about fire safety. I communicated with the Alameda County CERT and HOA members to design flyers about emergency preparedness, which was sent to 350+ families in Dublin. I can effectively identify a community need, take initiative and correspond with community leaders, plan events, and effectively assess results to improve activities in the future.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

A prevalent issue teens in Dublin are currently dealing with is unsafe driving leading to car crashes. Many people in my school and in my friend groups have been a victim of these experiences, especially as students get their licenses at younger ages. There have been many reports of car crashes and even deaths, making this a crucial issue. I think YAC could deal with this by hosting an event where students learn about safe driving techniques and get to try out some of the techniques they learned. I also know one of my friends had gotten into a car accident, and we could possibly have a guest speaker event where he can present his own experience to make it preventable for other students and urge them to not make the same mistakes. At the upcoming fairs, such as splatter, there could be a booth where we partner with one of the driving schools such as PassGuarantee and have volunteers demonstrate safe driving techniques.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be working a job, however I am able to attend all monthly meetings and would love to volunteer and help out at the various events hosted by the city.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

When talking to my friends, I will mention the different activities offered and go with them. I have a personal academic blog with over 3000 unique visitors from the Bay Area where I can post about the different events going on in the City to get students interested in different opportunities. I have held the officer position of Publicist at Dublin Interact for two years, and plan to run for a board position again next year. Interact presents various volunteer opportunities in the community to its members, so I can publicize various events held by the city to Dublin highschoolers.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

n/a

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Kim.docx

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

23 March 2023

Dear Dublin Youth Advisory,

It is my pleasure to recommend Na Yeon for the Youth Advisory Committee. I have known Na Yeon for this school year and really enjoy my time as her teacher at Dublin High School. Na Yeon is an excellent student who displays success in both her academic and personal life.

Every day Na Yeon comes to class with a smile on her face and a positive attitude. One thing that stands out about her in my class is that she is constantly offering to participate in discussions without being called upon. She also does a wonderful job in Socratic Seminars balancing her talking time with incorporating other students. You can tell that her peers respect her a great deal and that she gets along well with everyone. She also collaborates well during group projects and seems to be a natural leader.

Na Yeon is fully invested in her studies but I can tell that she also loves being involved in the larger community and extra curricular activities. I think that she would be an awesome member of the Youth Advisory Committee and would take her duties very seriously. I recommend her without hesitation. Please feel free to contact me with any questions.

Best regards,

Hannah Moreno

Hannah Moreno
English Teacher
Dublin High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5803

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Nayan

Last Name*

Kolpuru

Street Address*

[redacted]

City* Dublin

State* California

Zip* 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

Sophmore

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

As a firm believer in student education and participation, I have created multiple projects in order to improve district relationships with students on multiple levels. In my 8th grade year, I made a project to create representation and brought it to my board of director representative, as well as taking multiple surveys in order to gauge representation on a middle school level. The results were as follows: 66% of people would not speak up in front of the board or talk to them about problems and around 81% said they would love a representative. More than that, I want to help serve this community, and my brother, who is a second grader at John Green. Any way I can make my community better will help him in the future.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

As a student in the Dublin system for 9 years, I have an incredible understanding of our school system, as well as the contacts in most schools. Being in the curriculum council, working with our district, our teachers, our principals, and our staff to view incoming courses and new materials for all grades from a student's perspective allows me to try and make my district better. The council helps give a deeper understanding of the district and how it works. Working on creating a better education is not the only way to support my brother, as our planet faces more and more global pollution, doing our part to help our schools turn green was a big idea for me. Working with a club that I helped create, we have been in touch with our local district in order to create a report on recyclables coming out of our district, thus better allowing our district to cope with the trash. Leadership in the club has also brought out my leadership and community volunteering aspects of me. While working for a better tomorrow, I do not neglect my health or well-being, as I swim with a varsity team in the Pleasanton Seahawks, a top 5 ranked national club. Swimming every day, makes me work on my time management and determination skills.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Two main issues I see kids experience on a daily basis is the technology and information given at schools around the district. Throughout my middle school years, Fallon Middle School was always plagued with bad wifi and computers that barely looked like they could run. Tech issues were rampant and we would see the technology consultants almost every day in our classrooms. The YAC can fix this, by complaining about reports of the technology, researching ways to give our kids better access, and finally presenting our findings to the DUSD Board. Another thing that plagues our school is the lack of information given to our students. An example of this is during course selection for Dublin Highâ€™s freshman, multiple classes that were off limits and different than what was advertised were being placed on the course handbook. I myself only learned about these courses, after working on a project with Dublin High Schoolâ€™s math department on presentations for middle school students about math pathways. The YAc can monitor this, and make sure that students are receiving the information that they need.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

While working for a better tomorrow, I do not neglect my health or well-being, as I swim with a varsity team in the Pleasanton Seahawks, a top 5 ranked national club. Although I do swim daily, I will miss practice to attend meetings, and I always make sure to do so, with the example being the curriculum council meetings. I do not miss these types of meetings and I will not prepare to do so in the future.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

My accomplishments, while being the first student to work on the district curriculum council as an ambassador for the almost 22,000 students in my district, being a vice president in a student-driven club, to being a member of 5 other clubs allowed me to know many people. As a firm believer in student education and participation, I have created multiple projects in order to improve district relationships with students on multiple levels. In my 8th grade year, I made a project to create representation and brought it to my board of director representative, as well as taking multiple surveys in order to gauge representation on a middle school level. The results were as follows: 66% of people would not speak up in front of the board or talk to them about problems and around 81% said they would love a representative. Furthermore, as a student in the Dublin system for 9 years, I have an excellent understanding of our school system, as well as the contacts in most schools. Being in this district for 9 years has also led me to have many friends who I still talk to and who are interested in my ideas. As a part of the Fallon Competetive Speech and Debate team, I learned to persuade people, and I made met many people with interests in the community like mine.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Unfortunately, I have not attended any YAC or City council meetings, however, I have attended multiple DUSD Curriculum Council meetings in which I am one of the student's two representatives in the district. I did raise the proposal of technology at the meetings when the new online curriculum was brought up, and the speaker addressed the motion by saying that it was an important factor and one that was good I brought up.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Nayan Kolpuru-2023.pdf

Upload 2nd Letter of Recommendation (optional)

NK Letter of Rec.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

To whom it may concern,

Hello, my name is Brandon Youngsma, and I am a Freshman and Sophomore English teacher at Dublin High School. I am writing this letter to recommend Nayan Kolpuru for your program. I have been Nayan's English teacher since August of 2022, and he has been a stellar student this entire school year.

Nayan is a tremendous student. He is studious, motivated, and eager to learn. He is consistently one of my top students, scoring well on all assignments and learning from each one to improve upon the next. Nayan goes above and beyond each assignment to improve himself and gain the best aptitude for any challenge. These are all traits that would make him valuable to any program he wants to be a part of.

As stated above, Nayan is incredibly accomplished and intelligent in the classroom. In group settings, he takes a leadership role and is capable of delegating tasks to increase efficiency and offer all his teammates a chance to participate and succeed. He participates in classroom discussions and also assists other struggling students when he is ahead during his work.

Recently in class, we had a seminar and again Nayan proved himself capable. He participated multiple times in the discussion and answered other students' questions, not just the one posed from me. Nayan has also taken to an essay contest recently that covers a wide variety of topics and seeks to improve every response he has written. Mr. Kalpuru is incredibly capable.

Whatever program that Nayan Kolpuru would like to pursue would greatly benefit with his addition. I give him my highest recommendation. If you have any further questions you may contact me at [redacted]. Have a wonderful day.

With respect,

Brandon Youngsma
9th and 10th English Language Arts Teacher.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ● 925-833-3300 ● FAX 925-833-3322

March 23, 2023
Selection Committee
Youth Advisory Committee

Dear Selection Committee,

It is my pleasure and honor to recommend Nayan Kolpuru for placement on the Youth Advisory Committee in Dublin, CA. It has been a pleasure watching him grow in my Advanced Algebra 2 class this year and become a contributing member of my classroom. After reading more about this opportunity, I believe Nayan will be a great asset to the program.

The members of this committee are students who are concerned with youth issues in the community and are able to effectively communicate with others. Nayan was part of the prestigious debate team in middle school and is currently part of the Curriculum Committee for the Dublin Unified School District. He is currently putting together a presentation for community members regarding the math pathways as a resource for families who are uncertain with the school system. He has done an excellent job clarifying misunderstandings surrounding math pathways and found effective ways to simplify what is otherwise a confusing topic.

Nayan has done all of the above voluntarily, with no hesitation. He takes initiative and plans ways to help our community become stronger and more informed. He does this all while still finding time to enjoy swimming.

I have no reservations recommending Nayan for this great program. I have no doubt he will represent the youth of the community extremely well. Please feel free to contact me if you have any questions regarding his character, past academic work, or any other qualifications related to the program.

Sincerely,

Jaime Roberts

Jaime Roberts
Mathematics Teacher
Dublin High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5710

Date Submitted: 3/19/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Akshaya

Last Name*

Koneti

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee as I want to help make a positive impact in our community. Dublin has been my home for the past 12 years and I would love the opportunity to give back to this awesome community. I'm really interested in planning events and participating in community service and think I would be a great voice for pitching in views about the city from a high schooler's standpoint.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Some skills I have that would make me a strong candidate for the YAC are that I am passionate, organized, and collaborative. I strongly believe in giving my all in everything I do and staying sincere and persistent. I strive to work hard and make a positive impact but also stay true to myself and pursue what I am passionate about. Throughout my life, my three main interests were robotics, tennis, and art; each of which has had a great impact on who I am today. Being a part of several robotics teams I have learned how to be a team player, collaborate with others, and be responsible. I am always open to new ideas and am an active listener. Additionally, I've recognized the importance of self-discipline and critical thinking while being a part of my school's tennis team. Furthermore, art has given me a new perspective on things while developing essential skills including focus, creativity, patience, and perseverance. Apart from my interests, I also have experience. Last year in California Junior Scholarship Federation, I served as Treasurer where I gained knowledge about managing money. I was also able to help organize a food drive for the Alameda County Food Bank, coordinate a hand-warmers fundraiser for the East Bay SPCA, participate in an event for Kids Against Hunger, and mentor a 6th grader in math. I have also been part of the Gallant Gaveliers Gavel Club for 6 years which is a youth Toastmasters Club. This club was very fundamental for me as I acquired a lot of crucial skills such as public speaking, social skills, networking, giving and taking feedback, and optimism. I served as Treasurer, Secretary, and Vice President where I learned many communication and leadership skills, along with professionalism.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

The main issues I believe teens in Dublin are currently dealing with are mental health and social justice. Especially as high schoolers, teens have a lot of pressure and anxiety from their academic and social lives. Mental health is usually an overseen topic that many don't put much focus on, but in reality, it is something almost everyone has struggled with at some point in their life. YAC could address this issue by creating safe environments where teens feel safe to open up and talk about what they are going through. We can also promote and advertise healthy coping ways through workshops and other events that occur in the city. Additionally, another issue that teens may be dealing with is social justice. With Dublin being such a diverse community, there are sometimes instances where racism and homophobia come into play in negative ways. YAC can address this issue by holding events that promote inclusion and inform others about these topics.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

lâ€™ve always had a passion for robotics from a young age and have participated in many teams including a First Lego League team for 4 years and a VEX Robotics team for 3 years. I am currently part of a competitive team in Gael Force Robotics where we have made it to the state level. I am also a part of my school tennis team and have been playing tennis since I was 5 years old. It helped me recognize the importance of self-discipline, critical thinking, and coordination and served as a way to escape from all my worries. In my free time, I love to grab a brush and start painting. I have been a member of Sai Arts Studio for 8 years and have displayed art in support of Touch a Life Foundation, Sewa International, and Expressions of Hope. Additionally, I am an active member of multiple clubs at my school including Model United Nations, California Scholarship Federation, Indian Student Association, and Girls for Sports. Being a part of many different activities, an essential skill I've developed in time management. I've learned how to plan out my schedule to make sure I have enough time to do everything I put my mind to and will be able to devote time each month for YAC meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

There are many ways we can get other teens involved in community events. Many teens are really active on social media so we can advertise events on platforms such as Instagram and Tiktok. We can also have YAC members advertise events in schools and spread the news. Apart from getting the word out, another big factor is appealing to teens. By hosting events in fun and common hangout places like Emerald Glen or Fallon Gateway, teens are more likely to show up and participate.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Unfortunately, I have not attended any recent meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

LoR for Koneti Akshaya 2023 Dublin City Council draft1.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Dublin Unified School District
Dublin High School
[redacted]
Dublin, California, 94568

Principal	AP	AP	AP	AP	AP
Maureen Byrne	Kevin Cushing	Lisa Diaconis	Whitney Dwyer	Diane Santamorena	Andrew Waranoff

March 2023

To whom it may concern,

Please accept this letter of recommendation for Akshaya Koneti.

My name is Isaiah Mohr, I am Akshaya's biology instructor at Dublin High School. As of writing this, I have had the joy of teaching biology to her for almost 8 months and leading her through Freshmen Seminar for almost 3. Akshaya would make a fine addition to the Youth Advisory Committee thanks to her incredible work ethic and easy-going demeanor.

At first glance, Akshaya ticks all the boxes of your admirable, quiet scholar unassumingly working through all that school can throw at her (and keeping up with it all, to boot). As you get to know her, Akshaya shows that not only is she an academic dynamo, but she's also a supportive friend who fingers in every pie she can get her mitts on.

Akshaya's grades speak for themselves, as does the long list of her extracurricular activities dating back years. But what might not be apparent is her incredible work ethic. No matter the type of work she has been assigned, she has been able to get it done thanks to how she spends her time wisely and efficiently in and out of class.

As a teacher, I much appreciate how well Akshaya does when presented with novel assignments. While she obviously excels in a structured environment with defined roles and tasks, in open-ended or intentionally vague assignments she is ready to flex the creative and social parts of her mind to solve problems and come to solutions her group members can agree on. Akshaya is a skilled diplomat who can handle egos with tact and without hard feelings. Such social skills and mental flexibility would be a valuable addition anywhere.

Cheers,

Isaiah Mohr
Biology Teacher
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5847

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Olivia

Last Name*

Kong

Street Address*

[redacted]

City* Dublin

State* CA

Zip* 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the Youth Advisory Committee because I see this as a great opportunity to share my ideas about how to make Dublin a better place for young people. Although Dublin does a great job cultivating a community for its citizens, there are many ways to improve that sort of community for teens especially. I have been living in Dublin all my life and I have a thorough understanding of what things teens here care about and what they want changed. I have a lot of experience in planning events at school and would love to share that with the city. I also am very interested in government and this is a great way for me to learn more about our local government and the procedures it follows.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

One of my strongest skills is being able to listen. No matter how much I enjoy talking, I always end up learning more from listening to others. I always try my best to incorporate ideas from everyone to make sure they feel heard and we create an event that is inclusive. My listening skills make me very easy to work with and have strong cooperation skills. I know how to resolve issues when they arise and communicate my ideas clearly. Another skill I possess is organization. I often keep track of the ideas during brainstorming and create a schedule or do-list. This helps keep everything done on time and when delegating tasks.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

An issue that teens are facing in Dublin is a lack of mental health discussion. I noticed that aside from the Youth Mental Health Forum, there really aren't that many city wide open discussions about teensâ€™ mental health. There are many resources available at schools but creating a culture that de-stigmatizes mental health allows teens to actually use them. Of course, this is no easy feat and would take a long time to truly overcome. However, a good starting point would be to implement city sponsored support groups for certain mental health challenges. The YAC could also implement a mental health newsletter that included interviews from teens that have overcome their mental health struggles. This way teens can feel more open to talk about their own mental health. Another issue that teens are dealing with in Dublin is a lack of community and sense of togetherness. We have a very competitive climate and it doesn't bring us together. The YAC can tackle this issue by creating teen oriented events based on topics that teens are passionate about. For example, many teens are at least aware of the negative effects humans have on the environment, so on Earth Day a city sponsored park clean-up could be held. It would be a great way for teens to work together and see that there are like-minded people who care about the same issues.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will most likely be involved in Dublead and some clubs like CSF, Student Climate Corps and Model UN. I donâ€™t participate in any sports so allocating time for YAC will not be an issue. I am good at time management and often use my planner to help me get organized throughout the day.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

To get more teens involved in the community, I would suggest creating events and activities centering around issues and topics that teens are aware and truly care about. Aside from the event I mentioned above, another one could be a city-sponsored reading program at the library. Focusing on current trends that can be applicable to events is a good way to gain participation. In this example, social media, especially TikTok, has pushed reading to become more popular than ever. Many books are becoming very popular and highlighting them in a book club or event at the Dublin Library is a great way to get teens reading and involved. In fact, really using social media to market and advertise these events is key to increasing involvement. This is not just creating Canva posts, but making TiKTok videos and creative Instagram polls. Itâ€™s a direct way of knowing how Dublinâ€™s teen community feels about certain events and let them know what is happening.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have been unable to attend any of the meetings recently.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Olivia Letter.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 21, 2023

To Whom It May Concern:

I have known Olivia Kong since the start of her 8th grade year at Wells Middle School in Dublin. I am her former English teacher. I believe Olivia would be an excellent candidate for your program. Olivia is a model student and exhibits the morals and creativity your program upholds.

Olivia is a bright and attentive young woman. In class and in her work, she demonstrates that she is an intelligent and capable student with great potential. She has always been among the top students in her class. I am confident that she will thrive further in her high school academics.

I am convinced that Olivia would make a more than valuable contribution to your program and has my highest recommendation. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Sara Quintero

8th grade English & History

Wells Middle School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5747

Date Submitted: 3/22/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Vidip

Last Name*

Koppaka

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

â€œThe best way to find yourself is to lose yourself in the service of othersâ€ - Mahatma Ghandi. My name is Vidip Koppaka and I want to be a member of Dublinâ€™s select committee. Dublin has provided so much for my family and I and I want to utilize this opportunity to give back to our community. I ought to be involved in activities occurring around Dublin and take part in resolving solutions for the youth and greater populations of Dublin. As a cosmopolitan who was born in a country, raised in another, and currently living in America, I believe I possess the qualities of a world citizen. I can bring my unique perspectives and experiences to the table, further demonstrating that Iâ€™m a suitable candidate. As a student at Dublin High School, it is obvious that I interact with teenagers of various demographics on a daily basis. However, what sets me apart from other students is that I was also new to this community two years ago and I can compare Dublin city to places I have lived before (like Fremont). With this, I can bring forth new ideas on what teenagers need and should be provided within Dublin. I want to be the voice of teenagers in Dublin and represent them to make Dublin a place where they feel at home. By joining the YAC, I can also meet other young people who are passionate about making a difference and working collaboratively to address issues that impact teenagers. Being a member of the YAC can provide me with a unique opportunity to make a difference to the community, meet new people, and gain valuable leadership skills. This would be a great opportunity for me to get some experience with teamwork and decision-making. I would love to hold this position as a student aspiring to contribute while learning on the way.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I believe that I possess all the necessary qualities to become a member of the Youth Advisory Committee. As a Boy Scout of America, I live by the Scout Law every day, which includes being trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent. I also serve as a Patrol Leader in my troop, where I demonstrate my leadership skills by guiding 14 scouts in my patrol. It is my responsibility to help them progress through their scouting journey and reach higher ranks while learning essential skills to thrive in the real world. In addition to my scouting experience, I have played competitive soccer for four years, where I served as the captain of my team. During games, I must make critical decisions to ensure our success, requiring analytical thinking and knowledge of everyone's strengths and weaknesses. While living in Australia, I served on the Student Representative Council in my school, where I was elected to represent my class for two years. After each meeting, I would relay important information to my class, showcasing my communication skills and ability to understand my classmates' needs. I also have experience in public speaking, making me a confident presenter and engaging in debates. Furthermore, I possess excellent social skills, allowing me to make authentic relationships with people from all backgrounds. I enjoy working with others in a team to accomplish goals efficiently and obtain different perspectives and ideas. Finally, I have great respect for everyone, regardless of their background, and I am always eager to learn about new cultures and their unique stories. I believe that my experiences and qualities make me a great fit for the Youth Advisory Committee, and I would be honored to contribute my skills to serve the community.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

As a Dublin teenager, I have noticed some problems in our community that I believe should be brought up in the Youth Advisory Committee. Firstly, I would like to highlight that West Dublin lacks the modern facilities that East Dublin has, leaving West Dublin kids at a disadvantage. This discrepancy needs to be addressed by providing more resources and renovations to West Dublin so that these kids can excel. Another issue is that students from low-income families do not have access to free tutoring from the ARC at Dublin high school due to transportation issues. This leaves these students without the extra help they need to succeed academically. The academic pressure in Dublin is high and many teenagers feel overwhelmed by the expectations placed on them. This pressure can lead to stress and anxiety and it is important to address the root causes of this pressure. This pressure may also contribute to the increase in fights in Dublin schools. To address this issue, we need to identify why teenagers feel the need to fight and prevent these conflicts from happening in the first place. Mental health is another major issue that affects teenagers in Dublin. Many teenagers feel the pressure to fit in and meet the expectations of their peers and parents, which can lead to feelings of isolation and depression. We need to provide more support and resources for these teenagers to help them cope with these feelings and seek help when needed. Additionally, there is a lack of recreational facilities in Dublin for teenagers. This makes it difficult for them to socialize and engage in physical activities. By providing more recreational activities, such as summer camps, we can bring the Dublin teenage community together and provide a much-needed break from the busy world. These activities could also help teenagers relieve stress and bond with others in the community. In conclusion, these are some of the problems that I have noticed in our community that need to be addressed. I believe that by bringing these issues to the attention of the Youth Advisory Committee, we can work towards making Dublin a better place for teenagers to live and thrive.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

If appointed as a member of the Youth Advisory Committee of Dublin, I would be dedicated to making a positive impact in my community. I am a leader in my Boy Scout Troop in San Ramon and have troop meetings every Tuesday from 7 - 8:30pm. This is the only major commitment I have and it doesnâ€™t require additional time. I am committed to attending all YAC meetings and events and using my skills to contribute to the committee's goals. I have no other commitments that would conflict with my YAC duties, and I am willing to devote all my free time to this position. Being a part of the YAC would be a dream come true for me, and I am excited about the opportunity to work with such a dedicated and amazing group of people.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Social media platforms, such as Instagram, are extremely popular among teenagers. As a member of the Youth Advisory Committee, I would leverage these platforms to promote events and activities, share photos and videos of past events, and engage with other teens. Additionally, I would collaborate with other schools, such as Wells Middle School or Fallon Middle School, to ensure that these events reach more teenagers and gain wider exposure. I would also work closely with the Dublin Unified School District to promote events and activities through the weekly newspaper they send out. To ensure that as many teenagers as possible are aware of upcoming events, I would use a variety of methods to spread the word. This could include telling my friends and classmates about upcoming activities and encouraging them to attend, as well as working with teachers and counselors to promote city events in classes. Finally, to attract teenagers to events, I would focus on making them fun and engaging. This could include incorporating food trucks, music, a mini arcade, and possibly a few rides, to create an atmosphere that is both enjoyable and memorable. By using a variety of promotional techniques and creating engaging events, we can help bring the Dublin teenage community together and create a more cohesive and united community.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Rec(scouts).pdf

Upload 2nd Letter of Recommendation (optional)

Vidip Koppaka LH.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

"*THE GAEL FORCE*"

A California Distinguished School

Maureen Byrne, Principal
Paul Faris, Assistant Principal
Diane Santamorena, Assistant Principal

Krista Taylor, Assistant Principal
Lenni Velez, Assistant Principal
Jennifer Nickl, Assistant Principal

Chris MacDougall
English Teacher
[redacted]
Dublin High School

To Whom it May Concern:

I am writing to recommend Vidip Koppaka in high regard. He has excelled as a student in my Freshman Seminar class this semester.

The first thing that I noticed about Vidip was his focus. He is particularly self-motivated to apply himself to the tasks at hand. Vidip is someone that I can count on to achieve at a high level, at the best of his ability, with the willingness to help his classmates that need assistance with concepts while working in small groups. He also effectively shares his thoughts in full-class activities. This sharing of insights has been integral to his success and that of his classmates. I value accurate, authentic contributions like Vidip's while trying to relate a particular lesson's objectives to my students. He always does so while remaining serious and respectful. He also has authentic friendships with his peers.

Besides his tangible achievements, Vidip brings responsibility, positivity, respect, and friendliness with him wherever he goes. I am confident that the organizations he finds himself in will be excited to have him. Please give him serious consideration for selection.

Sincerely,

Chris MacDougall

8151 Village Parkway
Dublin, California 94568-1699
(925) 833-3300
Main FAX (925) 833-3322
www.dublinusd.org/dhs

LAW OFFICE OF
Jon Marlowe
[redacted] | San Ramon, CA 94583 | o: [redacted] | f: [redacted]

March 16, 2023

Dublin City Hall
Youth Advisory Committee
100 Civic Plaza
Dublin, CA 94568

Re: Vidip Koppaka letter of recommendation

To whom it may concern,

I write to you in strong support and recommendation of Vidip Koppaka's appointment to the Youth Advisory Committee of the City of Dublin.

Mr. Koppaka is a member of Boy Scout Troop [redacted] where I am an Assistant Scout Master. I have had the opportunity to interact and witness his strong attributes in various situations from being an individual Scout to tackling leadership roles in the Troop. Scouts work towards living by the Scout Law ("A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent."). In my opinion, Mr. Koppaka has embraced these principles and does live by them in his Scouting and daily life.

Mr. Koppaka is regarded as an asset to our Troop. As a Scout he has demonstrated many character strengths. For instance, he is valuable asset to his fellow Scouts and consistently supports his fellow Scouts in advancement and Scouting activities. Our Troop is comprised of diverse backgrounds and Mr. Koppaka has demonstrated a strong ability to interact with members of our Troop across these diverse backgrounds. Mr. Koppaka is a Scout that his fellow Scouts and adult leaders can depend on and trust. He is a man of his word and follows through on his commitments.

As a Scout leader in our Troop, Mr. Koppaka has demonstrated strong leadership and interpersonal skills. He is tasked with interacting and representing Scouts from age 11 to 18. His even temperament and demeanor allow for the Scouts that he leads to feel confident that he is faithfully considering their opinions and representing them fairly. Mr. Koppaka is a rising leader in our Troop and is among a handful of Scouts in which the adult leaders rely upon to help effectively execute Troop projects and plans.

In closing, Mr. Koppaka is an outstanding young man. I continue to be impressed by his level of maturity and appreciation for responsibility. I am confident that he will be an asset to the Youth Advisory Committee and bring with him strong leadership and interpersonal skills. It would not only be a great opportunity for Mr. Koppaka to be a member on the committee but an even greater opportunity for the committee and community.

Kindest Regards,

Jon Marlowe, Esq.

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5735

Date Submitted: 3/22/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Krish

Last Name*

Kowli

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

As a prospective member of the City of Dublin Youth Advisory Committee (YAC), my motivation stems from a desire to foster a deeper connection with my community and gain a more comprehensive understanding of its needs. Presently, I feel that my engagement with the youth demographic in Dublin is limited. Despite my involvement in extracurricular activities beyond the academic sphere, I recognize the value of expanding my social network and cultivating new friendships with individuals from diverse backgrounds in this culturally rich city.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

My robust leadership capabilities and exceptional knowledge on current world issues render me a highly competitive contender for the YAC. As the captain of the JV soccer team at Dublin High School this academic year, I have demonstrated a remarkable capacity for effective guidance and team management. Moreover, in my role as captain of the '07 Premier team in my soccer club, I have garnered two years of consecutive experience in leading a team towards achieving their goals. Additionally, my ability to swiftly comprehend and assimilate information equips me with a valuable asset in approaching complex issues from diverse perspectives. My wide-ranging knowledge of global issues and my open mindedness further enhances my capacity to think critically and consider multiple viewpoints when working with various team members.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

In the present milieu of Dublin, an issue that affects several adolescents, myself included, is the challenge of time management and procrastination. This problem can largely be attributed to the rampant addiction to social media and the consequent squandering of time on cellphones. I aim to tackle this issue by collaborating with my school counselors and devising strategies to inculcate healthier study habits and fostering an environment of focused attention towards academic pursuits. Furthermore, the dearth of suitable volunteering opportunities is a pertinent issue that many teens struggle with. To alleviate this problem, I propose creating accessible channels, such as a dedicated discord server or an Instagram account, to facilitate the discovery of relevant volunteer opportunities and increase participation amongst teenagers.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

My engagement with soccer beyond the academic sphere is ongoing and will persist in the upcoming academic year. Furthermore, during the period spanning November to February in the academic year 2023-2024, I am slated to play soccer for Dublin High School. Despite these commitments, I am dedicated to allocating a substantial amount of time each month towards YAC meetings and activities. My schedule permits me to attend these sessions in the evenings on weekends, as well as after school on Thursdays and Fridays.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

My vision for promoting community engagement among teenagers involves two key strategies: incentivizing volunteerism and fostering unique experiences. To incentivize involvement, I propose creating opportunities for teenagers to earn volunteer hours through their participation in community events, teen-oriented activities, and City-sponsored initiatives. This approach not only incentivizes engagement, but also instills a sense of responsibility and ownership towards community involvement. Furthermore, to augment the appeal of such opportunities, I suggest offering unique experiences to participants. For instance, teenagers could have the opportunity to meet with prominent figures from renowned companies in the Bay Area or interact with esteemed members of our community such as the mayor or other city leaders. By providing access to these unique experiences, we can inspire and empower teenagers to become active and engaged members of our community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended a YAC or other Dublin Commission/City Council meeting recently.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Dr.Ventura Reccommendation for Krish Kowli.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

March 20, 2023

To Whom It May Concern:

I am pleased to write this letter as a recommendation for Mr. Krish Kowli for the Dublin Youth Advisory Committee. I have known Krish for five years, three of which I was his principal at Cottonwood Creek School.

Krish demonstrates leadership qualities and a perspective that make him an ideal candidate for this position. He came to Cottonwood Creek School as a sixth grader when the school opened. Krish's dedication, hard work and passion to make a difference at Cottonwood Creek shined. Being at a small school, there was a need to ensure student voices were heard and he did a great job advocating for himself and others. He participated in various leadership roles around campus including being a member and section lead in our Symphonic Band and participation in world language (Spanish) program. He is honest, acts with integrity and is a great role model for younger students. Krish gives back to our community by volunteering in various projects like the Teen Advisory Group and the COSMO coding class.

Krish was admired by his teachers and staff here as it showed through his nomination for his recognition of "Best Outgoing Student."

I recommend Mr. Krish Kowli for your committee. He will make a great member of the Dublin Youth Advisory Committee.

Sincerely,

Lorianne R. Ventura

Lorianne R. Ventura, Ed.D.
Principal

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5832

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Madelyn

Last Name*

Kris

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would love to support my city by becoming a member of the City of Dublin Youth Advisory Committee. I have always been interested in understanding how such significant Dublin city events were planned and organized. I have been to quite a few of these this year including Splatter and the recent Saint Patricks Day Fair, and at all these activities, I was curious to learn who planned these events down to the smallest detail and ensured such a wonderful final product. Upon learning that joining the YAC would allow me to play a part in helping coordinate these events, I felt passionately that I want to help out and contribute to the welfare of Dublin this way. Additionally, when I have seen students involved in volunteering at YAC events, I was inspired by their commitment and I wanted to volunteer routinely like them as well. Finally, I want to learn more about the city that I have come to love after living here for a decade. I want to give back to the city that has kept me safe by becoming an active member of the community in the best way I can; by joining the Youth Advisory Council where I could be a part of bigger things happening in the Dublin community.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

In my choir class, I have learned to work productively in small groups of students and to resolve conflicts between my peers while considering everyoneâ€™s opinions and maintaining mutual respect. I've come to feel very comfortable collaborating with others in groups as a result of this, and I possess the facilitative skills to move the group forward while ensuring everyone feels that they are heard. I truly look forward to working with new students with different ideas and perspectives on the committee so we can all collaborate to help the city in productive ways and give back to our community. Additionally, I believe one skill I possess that would make me a strong candidate for the YAC is my interest and skill in research. I find specific research very interesting when it comes to researching a specific person, business, or topic. So, I believe this will be a valuable skill that will help me to find people and businesses to reach out to for events planned by the YAC committee if the opportunity arises. In terms of reaching out to businesses, I own a small jewelry business and I have learned from and worked closely with my jewelry teacher for five years, allowing me to understand how to communicate with business owners in an efficient yet considerate manner to recruit them for YAC events. Additionally, I have marketed my jewelry for my small business for five years now, and through this, I have learned how to judge my audience and learn how to accurately cater to their needs. This skill will be applicable when I promote teen activities done by YAC, as I will be able to market activities in a way that grabs Dublin teensâ€™ attention. Finally, I believe that my adaptability and quick learning will be useful for the YAC because I will be able to quickly adapt to any project or assignment I am given, and I will make sure I put my full effort into completing it perfectly.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

One prominent issue in the Dublin teen community is unhealthy competitiveness and work culture regarding school work. One way the YAC could help students affected by this is to host more fun student-run events that students who are not in the YAC can volunteer to plan and run. Essentially, opportunities for regular students to sign up to run an already-established YAC event. YAC members would oversee the students that are planning/running the event and those students could learn important skills from the YAC members helping them with volunteering procedures and planning skills. More opportunities for students who are constantly stressed out to spend their time in a fun and productive way by volunteering to help their community will allow them a relaxing break from the stressful environment they are always in, and will allow them to build new relationships with other students, and integrate themselves in the Dublin community. Another problem Dublin teens face is that teens without social media are significantly under-informed about Dublin events that their peers with social media are aware of because those events were only promoted on social media platforms. These students are significantly under-informed about Dublin events than their peers with social media. To resolve this issue, YAC students could be in charge of a weekly email that these students could subscribe to and receive emails at the beginning of the week stating the upcoming events and opportunities in Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in my school choir which has after school performances often, and I manage my small business in my free time as well. In the upcoming school year, I will be a part of Dublin Highâ€™s DECA chapter which is a large business club with chapters across the country. I will be able to manage my time wisely through this and next school year so that I can devote the proper amount of time to YAC meetings and activities along with my regular activities. I will be able to stay true to my commitment and prioritize YAC as an important part of my schedule.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in the community, teen events, and City-sponsored activities by marketing these events digitally through Instagram (posting an Instagram story sharing information about the event and asking others to repost or making an infographic post with the information and sharing that). I would also be more than willing to make posters or flyers for the event using my skills in graphic design and post that flier on Instagram or physically put it up around the Dublin High campus with permission so that students without social media would be aware of the event. I would also see if I could ask for the event to be featured in the weekly announcements for Dublin High and the weekly video bulletin so students are aware of Dublin events.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not yet attended a YAC or other Dublin Commission or City Council meeting but would love to watch out for one and attend to learn more.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Madelyn Kris Letter of Recommendation from Ruby Wang
.jpg

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

To Whom It May Concern:

I am Ruby Wang , a jeweler and the owner of Design4U Jewelry located in Danville, and I am proud to recommend Madelyn Kris for a position on the Dublin Youth Advisory Committee.
I have several years of experience as a jewelry designer, and I teach jewelry making classes to kids and adults. Madelyn has been my student since she was in the 5th grade, and I greatly enjoyed my time teaching her and having her help me in my store.

Since our first class together, Madelyn quickly picked up the skills and techniques that I taught her as she is a very fast learner. I was immediately impressed with her unique talent on day one. After a very short time she mastered jewelry making and has taught a few of my customers how to make jewelry pieces. She is a very diligent worker who pays attention to details and achieves her goals quickly.
If you need more information, please do not hesitate to contact me at [redacted] As a recommendation letter likely only provides a snapshot of her talents and achievements, I would be happy to elaborate further on my time working with her.

Sincerely,
Ruby Chen
Owner and Jewelry Designer at Design4U Jewelry
Village Shopping Center
[redacted]
Danville, CA 94526

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5800

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Advaith Krishna

Last Name*

Anoop Krishna

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

Dublin High School

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

As a voting member of the YAC for the 2021-2022 term, as well as the PCS Rep for the 2022-2023 term, Iâ€™ve had a very enjoyable time working with fellow Dublin youth, and it has been a great learning experience for me as well. Iâ€™ve always believed that the current youth will be the future of our city, and I would love to help contribute to more YAC events in order to further this notion and keep giving back to the community that I owe a lot of my athletic and academic success to.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I believe my public speaking, commitment, and leadership skills make me a good candidate for another term on the YAC. Another strong quality which I feel I've developed since my childhood is good listening skills, which helps me become socially responsible and observe the finer details. My first Public Speaking event was in 5th grade, when I gave a speech for the 5th grade graduation, and since then Iâ€™ve spoken in other events multiple times since then. As for my leadership skills, I believe I've exhibited them in various scenarios, whether it's my Martial Arts class, where I'm an assistant instructor working with small kids from 4-9 years of age. Iâ€™ve also had a lot of Cricket training camps and tournaments where I got the opportunity to represent my club at State level and lead the team as a Captain, and Iâ€™ve recently represented the West Coast at USA Cricket U15 Nationals. Cricket has taught me countless valuable life lessons, including patience and grit, as it is a sport that can motivate you as quickly as it can knock you into the ground. I believe these experiences, and the lessons which I've learned from them, will help me become a strong candidate for YAC.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that one of the major issues faced by teens in Dublin and other areas of California is stress and anxiety, as well as peer pressure, usually revolving around academics. Many students sacrifice their sleep and wellbeing for validation in the form of excellent grades, although some can spiral to depression with the pressure being put on them. Many others, on the other hand, are spending too much time on a wide plethora of electronic devices, which can hamper them from being socially and physically active. As part of the YAC, we can host specialized events for teens, such as bringing back the successful Youth Mental Health Forum which the Youth Advisory Committee helped organize for the last 2 years, as well as the Youth Benefit Concert, which can help Dublin Youth showcase their musical passions.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Next year, Iâ€™ll be taking 3 Honors/AP Classes at school, although I will finish most if not all of my schoolwork during my free period. Outside of school, my only other activity is cricket: I have practices on Tuesdays and Thursdays and 7 hour games on both Saturday and Sunday. However, I have pristine attendance when it comes to PCS meetings this term, and I am sure I will be attending all the monthly meetings if I get re-elected.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I think the best way to get the teens involved in these activities is by providing awareness of various issues and the necessity of addressing these problems. We should develop passion in the community at an early age, which can motivate them to greater heights. The youth of Dublin should also feel involved through various events and activities that will help them develop new skills and help more in socializing with their peers. One thing I've noticed is that many teens, especially high school students, love helping out in different volunteer drives and other activities, but donâ€™t feel like theyâ€™re given enough opportunities to do so. We should articulate and advertise through social media and digital fliers about these events more, and inform these students about the benefits of these events. If possible, we should try incorporating from past editions of various events to further interest youth who would previously ignore involvement opportunities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

YAC (2/22): At the recent YAC meeting I attended, the different planning ad-hoc committees checked in with the rest of the committee, including the ad hoc committees for the Dublin Youth Benefit Concert and the Youth Hack-a-Thon PCS (3/20): At the recent PCS meeting, we received a report from Anthony Calvo about changes to reservation policies for city fields, and we also discussed the successes of the St. Patrick's Day Festival, as well as possible improvements for next year.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Copy of AdvaithLetterofRec (1).pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

23 March 2023

Dear Youth Advisory Committee,

It is my pleasure to recommend Advaith as a student representative. I have known Advaith for this school year and really enjoy my time as his teacher in my English 3 Honors course. Advaith is an excellent student who displays success in both his academic and personal life.

One thing that stands out about Advaith in my class is his willingness to participate without being called on. He always raises his hand and has insightful things to say about whatever text we are discussing. I can also tell that his peers respect him a great deal and he gets along well with a variety of students. Advaith puts his full effort into everything we do in my class and I can always count on him to be respectful, motivated, mature, and kind.

Advaith is clearly invested in his studies but something that makes him unique is his involvement in extracurricular activities and dedication to being a student athlete. He is heavily involved in cricket outside of school and has been incredibly successful at it. As part of national tournaments he has had to balance traveling with his school work and does so with ease. He is proactive about staying on top of his studies while also being fully dedicated to his sport. Not only does Advaith participate in the sport, but he also volunteers as a coach for younger athletes. It's very difficult to be a student-athlete, especially while maintaining high grades with his challenging course load.

Advaith is fully invested in his studies but I can tell that he also loves being involved in the larger community and extra curricular activities. I think that he would be an awesome student representative and would take his duties very seriously. I recommend him without hesitation. Please feel free to contact me with any questions.

Best regards,

Hannah Moreno

Hannah Moreno
English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5771

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Tvisha

Last Name*

Kumar

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would like to become a member of the Dublin YAC because I have a desire to create a more united youth community in Dublin and a positive, strong environment for teens in our city. I've admired the Youth Advisory Committee's student-lead initiatives, such as the Youth Mental Health Forum and the difference that students that are the same age as me can make inspires me. I am someone who has a lot of enthusiasm to learn and improve my skills and I feel that being apart of the Youth Advisory Committee would allow me to broaden my horizons while communicating what I feel could contribute to Dublin's youth. Working in a group setting and making decisions to create a worthwhile impact while learning from other people my age excites me. I see this as a great opportunity to exercise my confidence and leadership skills while learning to listen, communicate, and gain more insight of the feelings of other teens in Dublin. It is incredible to me that a person of my age is able to have an influence on the thousands in our city and be a part of something like the Youth Advisory Committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I have a strong drive and level of dedication. A skill I have that I'm proud of is once I set a goal for something, I'll continue and complete what I've set out to do. I believe in completing everything I do with diligence, and apply it to school, music, and everyday life. I work on developing my skills in music consistently and with persistence, and with dedication I'm able to improve and continue working despite failure. The same perseverance and effort it takes to improve my skills in playing my instrument at a high level and developing as a musician is applicable to many situations, and I believe that in the YAC that sincerity and resolve would be beneficial in making genuine progress and to bring a voice for the youth of Dublin. The stress and pressure challenges I face are improbable to reduce my enthusiasm and strength. Thriving off of competition and challenging situations is what drives me forward and look for opportunities to make a positive influence on people and feel the excitement of being a part of something.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

With Dublin's growing population, more schools being built as the years go on, and over 3000 students at Dublin High School, many can begin to feel like they are "just another kid" in the growing student population. It is easy to feel that your voice is lost among the others when they are so many other people in your school, so the Youth Advisory Committee could create a way Dublin students can voice concerns and suggestions they have to others Dublin students themselves. I also feel a lack of connectivity between the upper schools in Dublin. There are events and programs to transition middle schoolers into high school, but the middle schools are very separated from each other, and from Dublin High. With the construction of Emerald High, and west and east schools feeding into different high schools, a divide between schools ill be furthered, To feel like "One Dublin", the YAC could create an event or activities for teens from across Dublin to interact and form a connection with each other.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am a dedicated member of the Dublin High School Irish Guard Marching Band and Color Guard; the fall season occurring from July-November. I am currently auditioning to be a Drum Major, a significant leadership role that involves leading and conducting the band. I will also be in Track and Field in the spring of 2024 and am planning to be a member of Dublin Afsana, a Bollywood dance team at DHS. I will be able to devote time for YAC meetings and activities and set aside time to commit.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would focus on reaching out to other leadership groups in Dublin schools to get teens involved and give volunteer opportunities as well. To make Dublin teens excited to participate in community events is something that is crucial; I would advertise across Dublin schools and work on recognizing what most Dublin teens value and need and focus on those to get people involved. A part of giving opportunities for everyone to volunteer and be active in the community is creating a welcoming, kind space, and being encouraging that all people are valued and welcome to join.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended a YAC, Dublin Commission, or City council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

2023 Tvisha - Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Tvisha Kumar LOR.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 21st, 2023

Dear Youth Advisory Committee Members,

I am writing this letter of recommendation in support of Tvisha Kumar's application to join your committee. I have been Tvisha's private clarinet teacher since January of 2021. Over the past two years she has consistently attended lessons well prepared and set ambitious objectives for what she wanted to achieve on her instrument.

As a result of her diligent study and tenacity, she was accepted to the CBDA All State Junior High Honor Bands in 2022, and was accepted to Dublin High's Wind Ensemble as an incoming freshman in the '22/23 school year. She has also volunteered to perform at several solo recitals when given the chance.

She has also exhibited resiliency in the face of coming up short. She again auditioned for the All State Bands as a freshman, taking on a much harder set of music and steadily improving her playing through the process. When the results were not what she wanted, she was unfazed and has continued at pace in her studies.

Tvisha has a bright personality and an eagerness to excel; I have no doubt she will be an positive addition to your committee. If you have any questions regarding my recommendation of Tvisha for your organization, you can reach me at the number and email listed below.

Sincerely,

Philip Halseth



COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

March 20th, 2023

To the Dublin Youth Advisory Committee Selection Team:

My name is Jasper Tran and I am the Music Director at Cottonwood Creek School (CCS) in Dublin, CA. I am also the new Music Director for Emerald High School which is the Dublin Unified School District's second comprehensive high school. I am writing to recommend Tvisha Kumar for the City of Dublin Youth Advisory Committee.

Tvisha is a member of the Dublin High Irish Guard which performs throughout the Bay Area at local competitions and parades. She is a former CCS student and took on leadership roles to support our school and our students. She took on the role of Drum Major which is the person in charge of the band. She not only taught her peers in class, she worked with the younger students of our school to build skills in their instrument.

She was also part of the Music Association which is our student run music club. She assisted with the development of social events to bring students together which was very important as this was when we transitioned out of distance learning. Many students were distant from each other but through these events, our music department was more cohesive and stronger.

It is my pleasure to recommend her for the Youth Advisory Council.

Sincerely,

Jasper Tran

Jasper Tran
Music Director, Cottonwood Creek School
Music Director, Emerald High School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5823

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

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Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

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1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Sarayu

Last Name*

Kunnaruvath

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Emerald High School

What grade will you be in during the 2023-2024 school year?*

9th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

A position as a member of the City of Dublin Youth Advisory Committee would be exceptionally effective, because I find it extremely necessary that the youth should have their voices heard when it comes to the matter of making decisions that impact the schools they study in. As an emerging high schooler, the drastic change from a K-8/middle school to a high school can be very impactful, but our council doesnâ€™t seem to draw attention towards the matter. Not only that, but it is also very obligatory to consider all perspectives when preparing to make a particularly impactful decision. Furthermore, the students in our schools arenâ€™t very connected or accepting of friends with different cultures. It is very important to address this matter, and as someone who had trouble fitting in whenever she moved to a new school, I experienced this miscommunication and lack of connectivity firsthand. If we want to improve our community, it would begin by improving our studentâ€™s lives, as it is the youth that later grows up to shape our civilization. Hence, I want to become a YAC council member to help our educational community become the best it can be.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

Skills that I possess that would make me a strong candidate include loyalty, dependability, determination, being empathetic, and having out-of-the-box thinking. Not only that, but Iâ€™ve also had experience in the field of representing my school. At my old elementary school, Ellis Elementary in Sunnyvale, CA, I was part of their YAC, and even got to represent my school (along with another fifth grader) twice. My experience in this field also proves that I have experience in committees such as the YAC. Also, my experience from participating in leadership roles as a Yearbook chief editor, an Advanced Drama student, a Girls4Sports YAB (Youth Advisory Board) member (a club that supports the empowerment of female athletes and awareness of needs that our community could benefit from if provided), a WEB (empowering our schoolâ€™s younger generations to be more successful) Leader and TUPE (Tobacco Use Prevention Education) advocate at my school. Participation in these electives and clubs really provoked my interest in helping my community grow and flourish.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

There are a couple unaddressed issues teens are currently dealing with in Dublin which can end up with horrible consequences. For instance, there has been a noticeable incline in students that purposefully say rude words to their peers without considering the other personâ€™s feelings. Other students physically harm their peers and think it's all a joke. Students these days are growing apart, and itâ€™s heartbreaking to realize that our schools arenâ€™t as connected or friendly as they could be. Actions like these damage our connectivity as a supportive educational community. YAC could address these issues by encouraging students to actively show kindness and respect towards peers by giving presentations to the schools in Dublin. YAC can also offer events that nominate and award students for being recognized by their peers by being kind/respectful. Friendly competitions and presentations could really inform teens about the importance and the emotional appeal of being kind.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently, Iâ€™m involved in two arts electives and three clubs, garnering the experience necessary to further pursue leadership positions in high school. As for the arts electives, Iâ€™m one of the chief editors of the Yearbook team, and one of the Advanced Drama students for the Drama class. Both of these positions have taught me many valuable lessons about having a leadership position. Despite this, I will probably be involved in a few classes with intense homework from most high school courses, but I donâ€™t plan to join a lot of clubs, so I would have time to join the YAC and commit to the committeeâ€™s meetings and activities. Furthermore, joining all of these clubs and intense electives in middle school would help me be prepared for balancing out a peaceful freshman year in high school, helping me adhere to both my school life and personal life.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

To get other teens involved in the community, teen events, and City-sponsored activities, we could present a community building activity (as I mentioned earlier) such as nominating and awarding students for being recognized by their peers by being kind/respectful, giving presentations to the schools in Dublin to inform them of the value of kindness/respect. However, to get more teens to know about the event, we could inform them via social media or we could send out flyers to their schools. Involving activities and/or fun and interesting games also tends to persuade more teens to join events. Not only that, but also offering the chance to learn something new is particularly convincing.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not; this is the first time Iâ€™m hearing of the YAC, and Iâ€™ve also never been to a Dublin Commission or City Council meeting. However, if given the opportunity, I would definitely attend one to learn more about how teens could impact our city and help it grow.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Sarayu_CCS_Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Sarayu_CCS.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

March 23, 2023

To Whom It May Concern:

I am thrilled to write this letter on behalf of Miss Sarayu Kunnaruvath for your consideration of her acceptance into the Dublin Youth Advisory Committee. I have been her principal for the last three years since she arrived as a sixth grade student.

Miss Kunnaruvath moved to Cottonwood Creek from Sunnyvale. As a person who moved to Dublin from Sunnyvale too, the transition to a different city, especially a small one like Dublin can be difficult. Miss Kunnaruvath transitioned here remarkably as began making connections, participating in various activities around campus and quickly becoming a leader on campus. Over the last few years, she has worked diligently in creating her own identity with a high amount of integrity. This is seen in her participation in various leadership roles around campus, including WEB and TUPE. Two teams that support a positive school culture, connecting students and helping students make good choices.

Characteristics Miss Kunnaruvath demonstrates include dedication, collaboration, responsibility, hard work and creativity. She has good ideas and knows how to implement these to make a difference around school. She has proven to be a wonderful role model for her peers and younger students.

Miss Kunnaruvath is respected by her teachers and staff at Cottonwood Creek School. She will be an asset to the Dublin Youth Advisory Committee. I highly recommend Miss Sarayu Kunnaruvath for your committee.

Sincerely,

Lorianne R. Ventura

Lorianne R. Ventura, Ed.D.
Principal

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

March 22, 2023

To whom it may concern,

I am happy to write this letter of recommendation for Sarayu Kunnaruvath. I teach 8th grade science and STEM electives at Cottonwood Creek K-8 School in Dublin, CA. Sarayu is a student in my science class this year and she took my engineering class 2 years ago. In both classes, she was an excellent student. I appreciate how she brings up insightful questions and ideas, connecting what she is learning with the broader world.

In addition to being a remarkable STEM student, Sarayu has demonstrated strong leadership qualities and she sets a good example for her peers. I am particularly impressed with her participation in our school's new WEB "Where Everyone Belongs" program, where 8th grade students including Sarayu mentor and support 6th grade students in their transition into middle school.

I was pleased to hear Sarayu is applying for the City of Dublin Youth Advisory Committee and I am happy to recommend her for it. I believe she would make valuable contributions to the committee, and she would benefit from the opportunity to use and expand her leadership skills. It is my sincere hope that Sarayu gets the chance to serve her community on the Youth Advisory Committee. Thank you for considering her application.

Sincerely,

Gillian Rhett
Science and Engineering Teacher
Cottonwood Creek K-8
Dublin, CA
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5727

Date Submitted: 3/21/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Sathvik

Last Name*

Lakamsani

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin high School

What grade will you be in during the 2023-2024 school year?*

12

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I am extremely passionate about community service and making a difference in the lives of those around me. I firmly believe that being a part of the Youth Advisory Committee is a great way to channel my passion and skills toward creating positive changes in our city. As a member of the committee, I would be able to contribute my time, expertise, and ideas to help improve the quality of life for students, address pressing issues, and promote growth throughout the community. I believe that by working collaboratively with other committee members and community stakeholders, we can identify and address critical challenges facing our youth and find innovative solutions to promote positive change. I am committed to using my voice and influence to make a meaningful difference in our younger generations and believe that serving on the Youth Advisory Committee would provide me with a valuable opportunity to do so.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I strongly believe that my leadership capabilities and experience make me a great candidate for the Youth Advisory Committee. Throughout my academic and professional career, I have consistently demonstrated my ability to lead and manage teams toward achieving common goals. I have excellent communication and organizational skills, which enable me to work effectively with diverse groups of people and build consensus around complex issues. Additionally, I have a strong track record of community service and have been actively involved in various local initiatives aimed at improving the lives of residents. I am currently a senior web developer for a website to help students talk about their problems with alcohol abuse which I talk about more in question 4. I am also Vice president of a club at my high school called Save The Bay along with some other leadership positions in school clubs. I am committed to using my skills, experience, and passion for community service to make a positive impact on our city. Overall, I believe that my leadership abilities, coupled with my dedication to serving the community, make me an excellent candidate for the Youth Advisory Committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Teenagers face a range of challenges including issues related to drugs, alcohol, vaping, and a lack of safe spaces to express their emotions. Substance abuse among teens is a significant concern, with many adolescents turning to drugs and alcohol as a means of coping with stress or fitting in with their peers. Vaping, in particular, has become increasingly popular among teenagers in recent years, with potentially harmful effects on their health. Additionally, many teens struggle to find safe and supportive environments where they can openly express their emotions and seek guidance when facing personal issues. These problems can have lasting impacts on their mental and physical health, as well as their relationships and academic performance. I think one main problem with how we approach this problem currently is that overall, with the problem of alcohol and substance abuse, solutions are too confrontational and this has been proven to not be the most efficient way to help this individual. It would be much better to establish a way to help the teenagers understand that they are not alone with a safe place to talk about their emotions and why they resort to this substance. This was where we got the idea for the website I coded and I believe that similar principles could be key to solving this problem.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

In the 2023-24 year, I will be participating in my school's VEX Robotics team. I am also Vice President of a club in my school called Save the Bay which is an environmental club where we host beach cleanups, battery recycling events, and more. This club was also a key part of my expanding leadership but we only have meetings 2 times a month and events once a month. I also started a website with my friend called my alcohol story which aims to help younger people talk about their experiences with alcohol and give them a safe place to talk with others about their emotions. We have finished the coding of the website and it has already been released so we are just doing some interviews and marketing it a little bit right now. Overall, I don't have many other serious time commitments and should be able to dedicate a lot of time to Youth Advisory Committees meetings and activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in community events by spreading the word at school about upcoming events and also utilizing social media. I believe that social media is an incredibly powerful tool and posting on social media accounts while also being active frequently with new updates about upcoming events will really garner interest in these events. Along with this, I would spread the word at school with administrators, emails, and general word of mouth. With this, students could also repost community events they will be attending on their own social media accounts only creating more interest.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I saw the meeting on March 11th, 2023 and I was mainly trying to see what they discussed about High Schools or teenagers but didn't really find much. I also saw that a lot of the problems that most citizens were worried about were infrastructure or homelessness.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Sathvik Lakamsani LH.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

"*THE GAEL FORCE*"

A California Distinguished School

Maureen Byrne, Principal
Paul Faris, Assistant Principal
Diane Santamorena, Assistant Principal

Krista Taylor, Assistant Principal
Lenni Velez, Assistant Principal
Jennifer Nickl, Assistant Principal

Chris MacDougall
English Teacher
[redacted]
Dublin High School

To Whom it May Concern:

I am writing to recommend Sathvik Lakamsani in high regard. He excelled as a student in my Honors English class his junior year.

The first thing that I noticed about Sathvik in English class was his focus. He was always extremely intent on whatever he was working on. Sathvik was also someone that I could count on to achieve at a high level, at the best of his ability, with the willingness to help his classmates that needed assistance with concepts while working in small groups. He also often and effectively shared his opinions in full-class discussions. This sharing of insights was integral to his success and that of his classmates. I value accurate, authentic contributions like Sathvik's while trying to relate a particular lesson's objectives to my students. He always does so while listening intently to the perspectives of his peers as well. I am sure that the dedication he has shown in my class will carry over into success in the future.

Besides his tangible achievements, Sathvik brings responsibility, respect, and friendliness with him wherever he goes. I am confident that any organization that selects him will be excited to have him. Please give him serious consideration.

Sincerely,

Chris MacDougall

[redacted]
Dublin, California 94568-1699
[redacted]
Main FAX [redacted]
www.dublinusd.org/dhs

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5791

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Shreeya Rao

Last Name*

Lalam

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

9th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I'm passionate about becoming a member because this opportunity will enable me to acquire experience in working in a government position and making a change in the community. It connects me with like-minded people who also want to learn more about participating in local government and representing the youth of Dublin, and allows us to build up on our personal views of how Dublin operates while also allowing us to see the process of democracy. Iâ€™ve always been interested in how the government works and how decisions in Dublin are made, and having the opportunity to take part in that process and gain knowledge from it is something that attracts me to this position. Also, being someone who is in 8th grade currently, having the opportunity to represent the younger side of this council and share the views of my age group and what we would like to see in Dublin is very exciting to me because usually, itâ€™s the older age group that is represented as they are more mature and closer to being adults. However itâ€™s important to get the opinions of those who are younger as well because as a city, the community is not only made up of those who are older, but it also has the future generation, the children, who will someday be the leaders of tomorrowâ€™s world. Having a fresh perspective from younger people can enable more variety in the discussions that YAC will have, and so I want to be the one who offers that perspective and representation and makes a change in how the youth are represented. In addition, being a teen, I'm aware of numerous issues that we struggle with, like academic pressure, social media and technology, relationship issues with parents or friends, outside influences, and having habits that will make an individual crumble in the future, such as procrastination, poor time management skills, etc. And the recent ongoing pandemic, Covid-19, did not help with these habits either, it made them worse for numerous children when they were online. I remember when my classmates were online, a lot of them would procrastinate on assignments and be lazy towards them just because it was online, and even though we had to check in with teachers every period in zoom, everything being online, with the screens glaring in our eyes, made it tiring. thus causing these issues. But even though the damage has already been caused, we can still make efforts to bridge the gaps, if we can teach kids about better habits in fun, engaging ways. I am an advocate for numerous issues as I am part of Girls4Sports/YAB, which advocates for gender equality in sports, and am part of the Advocates of Dublin which presents a speech about any prominent topic(mine is about permafrost thawing and the resurgence of viruses) to the City Council Members. In Girls4Sports, we are about to initiate our new event, which is having Ted-X-esque sort of speeches, where we present in front of about 100 people about different issues that should be brought to light. This is a great way for us to encourage more discussion and acknowledgment of these topics in our community, which can help our community thrive and show younger people examples of being an advocate, which is imperative to one's future. This also demonstrates how I take part in encouraging community discussions and standing for what I believe in, which I also aim to empower if elected to be in the YAC. Through these organizations, I have also learned crucial skills in being an advocate, such as presenting your ideas in a clean, organized way, speaking in front of people, coming up with fun, innovative ideas to educate as well as having productive, relevant discussions on various topics. So I will advocate for these issues and put in the work and time to mend these issues and represent our generation, for I believe that without offering support on these issues that teens struggle with, they will have trouble not just in high school, but in the workplace as well. I am not afraid to be assertive in what I believe in, as well as in taking action to support it. In addition to this, I am part of WEB in my school, which is like a freshman leadership program but for 6th graders. In this program, we share out strategies and help 6th graders feel more comfortable in their transition from elementary to middle school, and try to act upon what they need the most. This has given me a lot of incentive to be in the YAC as since I help younger students by catering to their needs and ensuring they strive in their new environment, I can further help the youth and my peers by taking on this government role and ensuring that our youth as a whole strive as well. Having this role to me is like WEB but a thousand steps higher, and that attracts me to this role as I want to make a difference in how we youth are represented and the resources we are given. But one of the most important things this opportunity gives the ability to express myself, through my beliefs, thoughts, and ideas, and to cultivate these with others. I do dance and Carnatic music(classical singing), and I have always shown self-expression in these art forms, so I know how important self-expression truly is. Dance and Carnatic music helped me define myself and express whatever feeling I felt, while also connecting me to my roots, so being able to express myself and what I think is best for the community is truly a golden opportunity that I will certainly be able to do well in.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

The skills I possess that would make me a strong candidate for the YAC are the skills of being assertive, being an attentive listener, and being a strong problem-solver. I also am an advocate for what I believe in, as demonstrated by my involvement in groups such as Girls4Sports, the Advocates of Dublin, and WEB, which are groups that allow me to fight for and talk about what I believe in. As I already have the skills of advocacy and fighting for what I believe in, as well as awareness of the challenges and experiences that the youth of our community face, I will be able to accurately represent them with these skills. Using these skills of advocacy, which have taught me how to be a good speaker, have productive discussions, and demonstrate my ideas efficiently, I will not only be able to just speak on making a difference in the community but also act upon those words and take action, as action speaks louder than words. WEB also gives me experience in helping the youth and hearing their concerns. Being an attentive listener and assertive means that I can listen to all the complaints, thoughts, and struggles of the youth/those around me and be able to convey them without bias.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Issues teens in Dublin are currently struggling with are academic pressure/mental health, inability to have good habits in school, addiction/trouble with social media and technology, relationship issues, and lack of sleep. For these issues, YAC could create a safe space for youth to share their thoughts and feelings on these problems, or a Youth Wellness Center, which can be specifically for the youth to help them let out steam on these issues. A Wellness Center specifically geared towards the youth can enable them to feel more comfortable in sharing their feelings and not feel judged. They can also create an online version of this since teens are more likely to communicate their issues when they feel they are anonymous than in-person. Moreover, in schools, the subjects taught often exclude life skills that are just as important as academics, since without these skills, one is unable to excel at both academics and in the future workforce. Without having good time management skills or being able to organize tasks that are due, one canâ€™t complete their assignments and would most likely procrastinate, producing poorer quality work. In addition, procrastination often becomes a habit; when one procrastinates a lot, it becomes addicting as if they can do it once, then an individual thinks that they can procrastinate again and still get a good score. That's why it is so imperative to build these habits up from when a child is young, as when they get to high school, these skills will be vital for them to succeed, as even if a child is a genius, without these skills, theyâ€™ll unnecessarily have trouble. The Avid Program does an excellent job of preparing young students for their futures by teaching these skills, however, one must take the Avid elective to have this knowledge, even though all kids need it. So I propose that YAC should have an informant/educator come to schools at least once a month to help kids develop these habits and skills, and host conferences where this educator could talk about the skills, both online and in person. Finally, it's sometimes difficult to find good opportunities for volunteering or internships or just even fun events for teens as there is so much going on in their lives, and having these opportunities all over the place causes them to need to hunt for them. So, the YAC could contribute to this issue by creating a platform where all the volunteering opportunities, internships, events, etc that are pertinent to the Youth are displayed in one place for the Youth to know what is available or not. These opportunities could be divided by age/grade and the type of activity it is. For example, if there is an internship for a computer science company, it could be under the technology section of the platform.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

The activities I will be involved in during the 2023-2024 school year are Carnatic music classes, Basketball, Dance class, Girls4Sports, and coding class, and Iâ€™m looking forward to being able to join other clubs at DHS. I will definitely be able to devote time each month for YAC meetings and activities as Iâ€™m used to managing this amount of things, and YAC is extremely important to me and the youth community of Dublin, so Iâ€™ll go out of my way to allocate for time, even if it means that I may need to skip out on a few classes sometimes.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Iâ€™d get other teens involved in the community, teen events, and City-sponsored events by promoting it more and highlighting its benefits. Using things such as social media and other online outlets to promote it is much more efficient than relying mostly on in-person promotion as teens are more likely to see it if it's online with the current surge of AI and technology. Highlighting the benefits of attending these activities and being involved in the community also will empower teens to participate because getting something out of it, like recognition or being put into a raffle or some sort of prize can serve as a motivation to participate. Prices can be simple, but if they help the student in the long run, such as in volunteering credits, etc, the event is sure to be popular. The benefits also don't always have to be in a physical form â€“ sometimes the skills and experience earned from it can be enough to attract teens, and if the event is promoted by capitalizing on that, then more teens are likely to be involved. In addition, these events can also be partnered with middle schools and high schools so all teens are more likely to hear about the event from their morning announcements and/or their teachers. Plus partnering with schools can encourage more discussion about these activities and be involved in the community among students, promoting more to take active roles. Finally, if we can offer more inclusivity in these events, then teens can also become more involved. For example, some teens may not want to do a certain activity, but if there are more things they can do in the event, then they are bound to find a reason to come.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Yes, I attended a City Council meeting, which was the meeting from March 7th, 2023. The item I was interested in was the Mosquito problem in CA. The Mosquito problemâ€™s outcome was more information on how mosquito control is being maintained in the district to avoid the spread of arboviruses and requests to the council on how they can help. These requests were for service from the public, and so the council decided the presentation was interesting and informative on how they could help, and agreed to support the presenter in helping the community.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Rec Letter - Shreeya Rao Lalam.pdf

Upload 2nd Letter of Recommendation (optional)

SRL Recommendation Letter.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

March 20, 2023

To whom it may concern,

I am happy to write this letter of recommendation for Shreeya Rao Lalam. I teach 8th grade science and STEM electives at Cottonwood Creek K-8 School in Dublin, CA and Shreeya is a student in my science class. She is an intelligent and responsible young woman and an excellent science student. I appreciate how she makes connections to ideas beyond our lessons. She demonstrates a deep curiosity about the world and a passion for solving problems.

I was pleased to hear Shreeya is applying for the City of Dublin Youth Advisory Committee and I am happy to recommend her for it. In particular, I am impressed by her desire to be involved with our city government to represent and support her fellow teens. I believe she would make valuable contributions to the committee, and she would benefit from the opportunity to use and expand her leadership skills. It is my sincere hope that Shreeya gets the chance to serve her community on the Youth Advisory Committee. Thank you for considering her application.

Sincerely,

Gillian Rhett
Science and Engineering Teacher
Cottonwood Creek K-8
Dublin, CA
[redacted]

Cottonwood Creek K-8 School

Dublin Unified School District

Neeta Kaleshwari
Math Teacher
[redacted]

22, March 2023

To Whom It May Concern:

I am Neeta Kaleshwari. I am a Math teacher at Cottonwood Creek K-8 School. I am teaching Advanced Geometry to Shreeya Rao Lalam this school year. With great pleasure, I recommend Miss Rao for the 2023/24 City of Dublin Youth Advisory Committee.

Miss. Shreeya is an impressive, creative and hardworking student. She has been in my Advanced Geometry class this year and teaching her has been a privilege. She is a determined student that always gives 100% for every assignment and consistently demonstrates deeper understanding of the concepts. She has displayed her strength and leadership quality on many occasions. She always takes initiative in complex problem solving and mentoring other struggling students. She is an excellent team player, she knows how to effectively manage and balance her daily schedule. She has maintained a grade of A+ in every term.

Beyond her academic studies, Miss Shreeya enthusiastically participates in outside school activities/clubs. She is a part of Girls4Sports and advocates for gender equality in sports. She is preparing for Ted-X-esque speeches to be presented in front of about 100 audience members. She has shown her dedication and interest in representing the community by encouraging the younger people to advocate for the issues that should be brought to light. She aspires to work in a government organization to bring change in the community. Dublin Youth Advisory Committee will give her the platform to view how the city functions and how democracy works. It will give her the opportunity to take action and stand for what she believes in. I highly recommend Shreeya R. Lalam to be on this committee for her passion and aspirations to do something for the community.

Please contact me on my email, [redacted], for any questions or queries.

Sincerely,

Neeta Kaleshwari

Neeta Kaleshwari
6-8 Math Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5861

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Siqi

Last Name*

Li

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Iâ€™ve lived in Dublin since I was born, so this city means a lot to me. Throughout my time here, Iâ€™ve been a part of countless recreational activities and meetings, and have seen every mayor our city has had since 2008. My first real encounter with Dublinâ€™s policy-setting representatives was during 6th grade when the pandemic started. I remember watching with suspense with my family for the district boardâ€™s decisionâ€"the decision between a pass/fail system or grades for online learning. When I saw the impact of each board memberâ€™s opinions, I wanted to be a part of that somehow. I see the YAC as a platform to create an impact within my city. Iâ€™ve personally witnessed the effects the pandemic has had on our community, from our small businesses shutting down to studentsâ€™ declining mental health. I have also seen the work of the YAC and Dublin City Council in encouraging our residents to explore new small businesses and talk openly about mental health. The direct local benefit of the work of the YAC is what makes me most interested to serve.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

A skill I possess that makes me a strong candidate for the YAC is the ability to take initiative in many of the activities Iâ€™m involved in. Iâ€™m involved in many different activities inside and outside of school. When an opportunity arises, I channel my strengths to make an impact in any organization Iâ€™m a part of. For example, despite being a freshman in my schoolâ€™s orchestra, Iâ€™m the secretary of Orchestra Council and first chair viola. I take an active role in keeping other orchestra members accountable and brainstorming ideas with other council members. At my fencing academy, I teach classes to young children on a volunteer basis. In the 2 years Iâ€™ve been fencing, my coach has supported me and been an amazing mentor. By helping out with work around the club, heâ€™s allowed me to help out with his business and feel comfortable leading groups in activities. In addition, Iâ€™m a self-motivated and reliable worker. In any group setting, I brainstorm a plan and discuss the best approach with teammates. I hold myself accountable and discuss all decisions with my team. I am also an officer of Interact, a community service organization at my school. My co-event coordinator and I communicate daily about event ideas, and the bond that we have created with each other is crucial for the success of the events we plan.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

One issue teens in Dublin are currently facing is the issue of safety in schools. Recently, I have been witness to violence among peers around Dublin High, as well as substance abuse, theft, and other forms of misconduct. Many students I have spoken to do not feel safe walking to their classes alone. When students feel endangered, action must be taken to make our school a more welcoming place. Despite best efforts from Dublin High staff, fights can escalate quickly before an adult is capable of intervening. The YACâ€™s work on mental health awareness for teens is a major step in the right direction since a main contributor to violent conflict among teens is feelings of depression and difficulty managing anger. In addition to addressing the mental health factor, I would suggest that the YAC could work with the Dublin Police to create programs that provide outreach to at-risk youth and help them feel supported. A big reason why youth engage in criminal activity is that they feel lost and isolated at school or within their community in general. A police mentorship program to work specifically with at-risk teens would give these teens a mentor to look up to and a chance to feel camaraderie with other teens. These programs can work on building relationships with the teens through activities like team sports, art, or outdoor activities to build trust.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Activities Iâ€™m currently involved in are my schoolâ€™s Orchestra Council, DHS Interact Club Officer Board, fencing, and coding. One of the ways I manage my time spent on each activity is by scheduling each week into blocks. I set up pre-scheduled blocks of time to complete my homework and fulfill my extracurricular tasks. I am also able to prioritize my time based on what is more urgent each week. Once accepted into the YAC, I will make time to work and brainstorm on activities each month for our meetings. The YAC would be a top priority for me if accepted and I am confident I am able to attend all meetings on the fourth Wednesday of every month. For other YAC activities I may need to attend, I always try to make time on the weekends by completing schoolwork earlier for periodical events like hanging out with friends or, in this case, YAC activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in these events by framing them as social events. For me and my friends, when weâ€™re trying to hang out together, weâ€™ll look at activities in our city coming up. If we encourage more teens to come to these events with their friends, theyâ€™ll enjoy it a lot more and feel more present in the activity. In addition to that, we can advertise community service hours and leadership opportunities to teens making it appealing to gain all these benefits while still bonding and hanging out with friends.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

A meeting I attended recently was the Dublin City Council meeting on February 6th that I watched live on Youtube. I was interested in this meeting because I had recently seen a post on the City of Dublinâ€™s Instagram about their Taste the World Passport Campaign. With my family, I participated in the campaign and visited restaurants from different cultures around Dublin that I hadnâ€™t realized existed before. After watching the meeting, I learned that this was part of a series of different campaigns to stimulate economic investment and learned about some more upcoming campaigns to further help small businesses in Dublin. I go to a lot of small businesses in Dublin regularly and I appreciate the effort the city council put into aiding these businesses. Due to our current financial issues and the aftermath of the pandemic, small businesses have been going through tough times. Seeing how the campaigns and events introducing me to new businesses were all a part of an organized campaign to help small businesses makes me appreciate the effort put into it and realize the work and planning that went into thinking of each of these events.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

YAC Recommendation Letter (3).pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

To whom it may concern:

It is with great pleasure that I write this recommendation for Siqi Li to support her application to the Youth Advisory Council. I have had the pleasure of having Siqi in my Precalculus class this year, and while in my class Siqi has proven herself to be a bright and hardworking individual both in and outside the classroom who is clearly passionate about her community.

From the start of the school year, Siqi always tried to help her fellow peers and make a place for herself in the classroom, not only as part of my Precalculus classroom but also outside of school by joining multiple clubs and activities at the school. Through her participation in many rigorous courses despite being a freshman as well as participating in clubs such as Girls Who Code, our School newspaper, and Interact, Siqi has demonstrated herself to be someone who not only embraces challenges, but is also unafraid to take initiative in new environments. She is not the type to let any opportunity pass her by, and by being on the Youth Advisory Council I am excited to see what changes she will make.

As a student in my Precalculus class, I observed Siqi to be a motivated, hardworking, and responsible member of the class. She excels in not only individual work by staying on task at all times but works well in teams also. She is self-motivated and always made sure to turn in all her assignments on time and completed. It is clear she truly enjoys learning, and always takes her time to think critically about problems she encounters. During group projects, she would not only actively participate, but would take initiative to successfully complete the project, and took care in making sure everyone in the group had a role. Siqi exhibits the qualities of a leader, and I believe she would be an asset in any classroom or organization.

In summary, Siqi is a hardworking and ambitious student who not only excels academically but also exhibits the qualities of a leader both inside and outside the classroom. She is truly passionate about learning and our community and works incredibly well with others. I believe that Siqi would be an amazing candidate for the Youth Advisory Committee.

Sincerely,

Elise Ackerman

Elise Ackerman

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5855

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Ananya

Last Name*

Mahad

Street Address*

[redacted]

City*

Dub n

State*

Ca forn a

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dub n H gh Schoo

What grade will you be in during the 2023-2024 school year?*

11th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

For a ong t me, I had never had a rea nterest n be ng nvo ved w th my commun ty, and saw t as a most unnecessary w th no rea benef ts beh nd t. However, I was act ve y search ng for opportun t es that wou d he p me get outs de my comfort zone, and had never tru y found a way to nteract w th Dub n unt ast year when I started vo unteer ng for act v t es that nvo ved part c pat ng n Dub n as a commun ty, and after those exper ences, I rea zed that part c pat ng and be ng nvo ved w th one's commun ty had so much to offer. He p ng peop e through my act v t es at the Dub n L brary a med towards teens and k ds gave me a sense of pr de and a so he ped me rea ze that I had many deas that I wanted to share to mprove Dub n and ts youth. I enjoyed creat ng act v t es that were a med towards Dub n youth at the Dub n L brary. See ng that because I am a part of Dub n youth, I was ab e to recogn ze that I had more to offer n terms of deas and suggest ons. I a so rea zed how fun and mot vat ng t was to work w th other peop e n creat ng projects and act v t es. I wou d ove an opportun ty to work w th others, deve op ng and mp ement ng deas that wou d be more mpactfu through YAC. Recogn z ng the ssues of youth today s so cruc a n our ever-chang ng soc ety to make sure that Dub n youth doesn't fee that they aren't just a person n a vast c ty, but a person n a vast c ty w th a va uab e vo ce. A of these factors nsp red me to seek more act ve ways that I cou d be nvo ved n Dub n, wh ch s why I want to become a member of the C ty of Dub n Youth Adv sory Comm ttee.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

For a wh e, I wasn't very good at commun cat ng, but I a ways had good deas that I never ended up shar ng due to th s ssue. Recent y, I've been push ng myse f out of my comfort zones and after f nd ng better ways to express my deas, and I effect ve y deve oped better commun cat on sk s. Through eadersh p ro es w th n a group, I have earned that be ng open-m nded s key to be ng a good eader because everyone th nks d fferent y, and t's mportant to recogn ze that. Espec a y when t comes to ssues regard ng youth, everyone w come from a d fferent exper ence wh ch w affect how they we gh and see youth-re ated ssues. See ng that many of these ssues can come from persona exper ence, t's mportant to recogn ze that everyone w have d fferent, va uab e perspect ves towards one dea. I have earned how to be open to change and be w ng to adapt and work around a cha enge, e ther nd v dua y or n a group. In mu t p e group projects both n and out of schoo , I have rea zed that a though my groupmates and I m ght have d fferent ways of approach ng the prob em, we a have the same object ve, wh ch s a great nf uencer towards mot vat on to mak ng a comprom se. Ind v dua y, I have earned the mportance of se f-mot vat on by fac ng cha enges a one, such as at my job at Kumon when I faced ssues on how to dea w th a student who wasn't a very good stener. F na y, after observ ng how today's youth's ssues stems from both externa and nterna factors and be ng apart of that group myse f, t has great y nf uenced me to f nd a way to speak my deas and be ab e to put my deas to use by f nd ng ways to be nvo ved n the Dub n commun ty. I tru y be eve that I have the ab ty to contr bute va uab e deas towards ssues regard ng youth and teens. I wou d ove an opportun ty to put th s pass on and sk set to use through YAC.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

One ssue that I have observed that teens are dea ng w th s not more so of an nterna strugg e, but more of a ack of connect on to the env ronment around them. Most teens don't usua y take opportun t es to f nd t me to connect w th Dub n. They see Dub n as just a p ace where they are, not a p ace where they ve. A ack of exposure and nterest n be ng nvo ved n Dub n's cu ture, h story, and organ zat on has eft tt e room for an apprec at on of how Dub n tru y mpacts them as an nd v dua . Br ng ng awareness to these top cs can have an mpact as tt e as just an apprec at on for Dub n as a commun ty or as much as encourag ng one's nvo vement to tru y understand Dub n's cu ture and be the match that ghts a spark that s the beg nn ng of someone's vo ce as an nd v dua . Our generat on s the future of Dub n, and the f rst step to mak ng sure that Dub n grows as a commun ty s to expose teens who a ready have the nnate ab ty to contr bute even a sma dea to why be ng nvo ved n your commun ty s so cruc a . Th s awareness tru y encourages us that we have a vo ce that can be used to make Dub n better and u t mate y create a sense of be ong ngness and who eness. To effect ve y dea w th th s ssue, I be eve that YAC shou d mp ement st mu at ng act v t es that educate teens about the h story and cu ture of Dub n, foster ng a sense of pr de and nsp rat on. Add t ona y, events that revo ve around these deas where the ent re commun ty can be nvo ved, and hav ng teens run act v t es and such a ows for v sua ev dence to teens of rea Dub n pr de and nsp re them to be tru y nvo ved n the Dub n commun ty.

(Th s box can be expanded by expand ng the ower r ght hand corner of th s box. Th s opt on may not be ava ab e for the Internet Exp orer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Next year, I w have comm tments to my job at Kumon, attend ng Teen Adv sory Group meet ngs and other vo unteer events at the Dub n L brary, voca c ass, wr t ng art c es for my schoo newspaper, and I p an to start a non-prof t organ zat on next year. However, these tems don't take up too much t me n my schedu e exc ud ng my job hours and the non-prof t (wh ch s f ex b e and I can reschedu e f needed), so I w be ab e to devote t me each month to YAC meet ngs and act v t es.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I am nvo ved w th the Dub n Pub c L brary and am an act ve part c pant n the Teen Adv sory Group (TAG), contr but ng deas toward opportun t es/act v t es ma n y a med towards teens, but nc us ve to a ages, and we often bra nstorm and mp ement act v t es that nvo ve teens engag ng w th the Dub n L brary through events ke fam y board game n ghts and creat ng crafts. I wou d be ab e to get other teens nvo ved n the commun ty by promot ng act ve part c pat on n teen events and c ty-sponsored events by ra s ng awareness among my fe ow members and us ng our nf uence as a group to popu ar ze these events and encourage part c pat on. Add t ona y, soc a med a, f a owed to, s a so a great way to spread the word and encourage engagement. I a so wr te art c es for my schoo newspaper, and I cou d a so promote act v t es through wr t ng art c es about them.

(Th s box can be expanded by expand ng the ower r ght hand corner of th s box. Th s opt on may not be ava ab e for the Internet Exp orer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Unfortunate y, I have not, but I wou d ove to attend one n the upcom ng future.

(Th s box can be expanded by expand ng the ower r ght hand corner of th s box. Th s opt on may not be ava ab e for the Internet Exp orer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Ananya Mahadi Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Ananya Mahadi letter of.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.



Kumon Math and Reading

[redacted].

Dublin, CA 94568

[redacted]

March 14, 2023

I am writing in regard to Ms. Ananya Mahadi, who has requested a letter of recommendation on her behalf for the Youth Advisory Committee.

As the center manager, I had worked with Ms.Ananya for over 3 months in during her employment at the Kumon Math and Reading of Dublin Learning Center. With over four hundred students, she had been a tremendous asset to our company, serving as a teacher assistant in our center.

Over the time that I have known Ms. Ananya she has consistently performed her duties with competence. Ms. Ananya exhibits a passion for mathematics and reading and has fine-tuned her skills while working with our students. She strives in this environment as she assists students and teachers.

Ms. Ananya is a team-player who is diligent, intelligent and self-motivated. She exhibits excellent written and verbal communication skills and has a great rapport with students and parents alike. In a fast-paced work environment, Ms. Ananya demonstrates that she can prioritize effectively and that she can multi-task well.

I believe that she can be a great asset to your team serving in a Youth Advisory Committee. Please reach out to me if you have any further questions.

Sincerely,

Anaya Madhekar

Center Manager

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8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 17, 2023

To Whom It May Concern:

It is with my sincerest pleasure that I am writing in recommendation of Ananya Mahadi as a potential candidate for the Dublin Youth Advisory Committee. I had the honor of being Ananya's English teacher in her freshman English class (2021-2022), and I am pleased to inform you that the qualities she has shown in my class speak to her ability to make positive contributions to her future endeavors in your committee, as well as in our society as a whole.

What stands out to me about Ananya is her thoughtfulness and consideration for others. She always arrived to class with a wise, mature, and positive spirit and a constant curiosity to learn. She was a memorable student, because she was always kind, put a great deal of effort into her writing, and truly strived to understand the literature we scrutinized as a class. She excelled in her analysis of our literature, such as *Animal Farm* and *Romeo and Juliet*. Her writing is robust and well organized, demonstrating her capabilities as a creative, complex thinker.

Additionally, each day, as we launched into the day's activities, Ananya demonstrated her careful preparation through her detailed and well-thought-out responses. In her essays, Ananya constructed strong arguments, organizing thoughtful claims and providing complex analysis of literary devices. Her observations were sophisticated, and she was definitely one of the strongest writers in the class. In all of her assignments, also, Ananya demonstrated her close attention to detail. She consistently went above and beyond, providing multiple detailed descriptions of her reasoning for her responses. A testament to Ananya's strengths as a writer comes in the form of

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her Persuasive Speech, in which she crafted a compelling argument rallying against people owning exotic animals as pets. Ananya's speech was well researched, and the strength of her claims, combined with her confident presentation skills and her use of rich figurative language, captivated the class. I loved observing Ananya's presentations for our class, as I could easily tell just how much effort and preparation she had poured into her work, and she does a great job with swaying her audience.

Clearly, Ananya put a great deal of effort into her work, and the content she generated mirrors her ability to engage closely with the texts and concepts we discuss in class. In addition to her strong academic strengths, Ananya worked well with her peers in group assignments as well as discussions. Her peers often seemed to seek her as a teammate. She also never hesitated to ask me questions and for additional feedback, which she readily applied to her work. With her strong academic and interpersonal skills, Ananya is an amazing candidate for your Youth Advisory Committee. Please do not hesitate to accept her!

Sincerely,



Carmen Chan

Dublin High School English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5782

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Kaitlyn

Last Name*

Maskey

Street Address*

[redacted]

City* Dublin

State* CA

Zip* 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the Youth Advisory Committee as I find this organization to be highly inclusive, connected, and innovative. The Committee addresses current issues Dublin teens are facing and work to offer solutions and support. The Committee has done so much for the Dublin community and will continue to do many more great things in the future. I hope to become a valuable member of the Youth Advisory Committee as I have many ideas that may benefit the youth of Dublin. Iâ €™m very committed to serving my community and I value the city of Dublin very much because it has provided me opportunities to grow and make me the person I am today. I know that by being a member of the Youth Advisory Committee, I will be able to offer ideas to bring positive changes within the Dublin community and provide support for my fellow youth.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I actively collaborate, engage, and communicate with others. I work well with anyone and am always open to hearing new ideas. I also cooperate and interact respectfully with others. I do my best to work well with others by listening to what they have to say and offering feedback. Engaging others is something I value as well. I understand what it is like to be left out of the conversation sometimes so I make it a point to be inclusive with others. I consider myself to be an ambivert, so I am comfortable with listening and speaking as well. Communication is something I value as well. Through multiple experiences as a Dublin LEAD volunteer and being on the DHS Cross Country and Track team, I have refined my communication skills and am able to communicate confidently with various age groups.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Current issues Dublin teens are facing include finding a balance with social media. While social media is a great way to spread information about current events and create many online relationships, social media has its fair share of downsides as well. For example, social media has the ability to affect oneâ€™s mental health and can decrease the quality of communication skills. The YAC can address this issue by hosting an event in which teens attempt to go half their day without social media. The event will include various activities for the participants to engage in. Hopefully, by trying out these activities, the participants will find new hobbies to focus on, rather than being on their phone. Another issue teens in Dublin face is dealing with academic pressure. As a current sophomore at Dublin High, I feel the pressure from both my peers and my parents to achieve high grades by taking rigorous courses, balancing a bunch of extracurriculars, and holding various leadership positions. I know that I am not the only one feeling this stress, as many of my peers feel the same as well. The Youth Advisory Committee can host an event where Dublin alumni are invited to speak to current Dublin students. They can offer advice on how to manage academic stress, share about personal challenges they faced and how they overcame them, and can recommend various opportunities for the youth to get involved with. This event will allow struggling students to receive mentorship from university students who once were in their shoes.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently, I am involved with the Dublin High Cross Country and Track Team. I am very dedicated to this sport as I spend around two hours everyday after school at practice. Being on this team has taught me how to manage my time as I have to balance my academic life with my athletic life. I will devote my time and full attention to each YAC meeting and activity.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved by posting on social media, sharing about these events during class and club meetings, and by advertising around various Dublin schools. Many teens have a social media account, which is how they learn about current events happening within their community. Sharing these activities in class and club meetings also gains the attention of students. Plus, these activities can also provide community service opportunities for students. Finally, advertising around various Dublin schools is another method to increase participation amongst the Dublin youth. Posting flyers and making public announcements at school will engage the students.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

While not recently, I attended a City Council meeting during May of 2022. At that City Council meeting, I learned about various service events organized by fellow Dublin High students. I listened as they spoke passionately about their projects and explained the impact their project made on the community. Listening to these presentations made me realize how important it is to serve the Dublin community. By attending this meeting, I also learned that to make a difference within your community, age does not matter. These service events were all organized by Dublin teenagers. This City Council meeting inspired me to contribute my ideas to make a difference within my own community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Kaitlyn Maskey Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Kaitlyn letter of recomendation.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Dear Boeard of Youth Advisory Committee,

My name is Daniel Olivas, and I am a Recreation Leader employed by the City of Dublin. I am writing this letter to recommend Kaitlyn Maskey for the Youth Advisory Committee. I first met Kaitlyn in the summer of 2021. She was a volunteer for my summer camp, Camp Splash, and her natural talent for leadership, initiation, and resourcefulness cannot go unnoticed.

Within the last two years of knowing Kaitlyn, I had seen some tremendous achievements that will make her qualified for the Youth Advisory Committee. She is accommodating to different upbringings. Within our summer camp, we had many students of different races, religions, ethnicities, gender and age. Kaitlyn was able to connect to everyone. She helped coordinate the older campers (usually 10-12) to mentor and take care of the younger campers (6&7). Not only that, she also diffused tensions with students and helped them reach an emotional understanding for each other, demonstrating great strength in emotional maturity. She also has first-hand experience working with severely challenged students, that reinforces her skills in catering towards all youths of Dublin.

Kaitlyn possessed a great work ethic that is balanced with her fostering a healthy work environment. She shows up early/on time or communicates with us if her attendance would be altered in any meaningful way. She also provided a much welcome humor that is comfortable and boosted morale in the workplace. She took charge of many camp activities by her own intuition and helped provide solutions to improve management of the camp. Her mind was clearly eager to learn, and her desire to apply her learning in a positive way. By creating solutions, maintaining attendances, asking for criticism, Kaitlyn clearly is a goal oriented in creating a bright optimistic future for herself.

My words can not do Kaitlyn Maskey justice, she is truly an outstanding person whose integrity and work ethic must be witnessed first hand. You may contact me if you wish to acquire more.

With great thanks,
Daniel Olivas

Email: [redacted]

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March 11, 2023

To Whom It May Concern:

It is with my sincerest pleasure that I am writing in recommendation of Kaitlyn Maskey as a potential candidate for the Dublin Youth Advisory Committee. I have had the honor of being Kaitlyn's English teacher in her freshman English class (2021-2022), and I am pleased to inform you that the qualities she has shown in my class speak to her ability to make positive contributions to her future endeavors in your committee, as well as in our society as a whole.

Without a doubt, Kaitlyn stands out to me distinctly, as she excelled in our class and was one of my top students. She always arrived to class with a wise, mature, and positive spirit and a constant curiosity to learn. She was a memorable student, because she was always thoughtful, put a great deal of effort into her writing, and truly strived to understand the literature we scrutinized as a class. She particularly excelled in her analysis of our literature, such as *Animal Farm* and *Of Mice and Men*. Her writing is sophisticated and demonstrates her capabilities as a creative, complex thinker.

Additionally, each day, as we launched into the day's activities, Kaitlyn demonstrated her careful preparation through her detailed and well-thought-out responses. In her essays, Kaitlyn organized her claims effectively and provided complex analysis of literary devices. Her observations were sophisticated, and she was one of the top scorers in her class. In all of her assignments, also, Kaitlyn demonstrated her close attention to detail. She consistently went above and beyond, providing multiple detailed descriptions of her reasoning for her responses.

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Clearly, she put a great deal of effort into her work, and the content she generated mirrors her ability to engage closely with the texts and concepts we discuss in class. In addition to her strong academic strengths, Kaitlyn worked well with her peers in group assignments as well as discussions, and she often naturally took on the role of a leader. Her peers often seemed to ask her for her insight and guidance. She also never hesitated to ask me questions and for additional feedback, which she readily applied to her work. With her strong academic and interpersonal skills, Kaitlyn is a wonderful candidate for your Youth Advisory Committee. Please do not hesitate to accept her!

Sincerely,



Carmen Chan

Dublin High School English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5810

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Aakrisht

Last Name*

Mehra

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublinâ€™s Youth Advisory Committee because this is a platform that represents the teen voices within Dublin. Usually, the opinions of teenagers are disregarded and arenâ€™t considered when it comes to making decisions for problems within a city, but this committee allows us to break past that repressive norm. For the past year, I have enjoyed being provided with the unique opportunity to have my voice heard and represented within a committee that makes decisions for the youth of Dublin. For the past year, I have been able to advocate, serve and drive youth civic engagement, which inspired me to become a member of the City of Dublinâ€™s Youth Advisory Committee Currently, the Youth Advisory Committee provides a platform for the public to present issues that affect the youth of Dublinâ€™s community and for the committee as a collective to act upon those requests and initiatives. For the past year, I have been proud to be a part of a collective that has distributed over $1500 to different non-profits throughout the city of Dublin, host the annual Benefit concert to raise money for underserved populations, and develop the Youth Hackathon to continue to advocate for the youth of Dublin. As a member of the Youth Advisory Committee, I have had the special opportunity to bring attention to the problems that occur within society, while retaining the ability to alleviate the problems faced at a city-wide level. This unique and special opportunity offered to the members of the Youth Advisory Committee continuously drives my interest in becoming a member of this committee. By becoming a member for another year, I would have the ability to represent and address the issues faced by the communities and the people that I would represent at a city-wide level. On top of the ability to represent the people within my community, I would have the opportunity to serve the community of Dublin. I believe that giving back to your community is an essential part of being a good citizen, which also influences a large number of the activities that I pursue outside of my academic life. For example, I created an organization called Elderly Care Everywhere, which was an organization that helped to alleviate loneliness and isolation for senior citizens within our community. This organization gave me the experience and the chance to give back to a specific part of my community, however, the Youth Advisory Committee presents the opportunity of taking this a step further. By being a part of the Youth Advisory Committee, you give back to the community and the people of Dublin, which is a special opportunity that contributes to my interest in becoming a member for the Youth Advisory Committee. The final piece that influences my interest within the Youth Advisory Committee is civic engagement from teens in Dublin. Most cities donâ€™t offer the ability for teens to have a role within the government of a city. However, the city of Dublin provides the unique opportunity to boost teen civic engagement within the city's government. On top of teens having the chance to influence the decisions made at a city-wide level, they also have the ability to drive youth civic engagement. One essential fact that drives my interest in becoming a member within this committee is teens' influence. This means that the members who are elected onto the Youth Advisory Committee can influence their peers and drive youth civic engagement within the city of Dublin. By becoming a member of this committee, I would have the ability to boost youth civic engagement, give back to my community and best represent the people.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Leonardo Da Vinci once wrote about breaking obstacles with rigor and purpose, and this idea is closely tied with the importance of asking questions. Ironically, that leads me to the question: what is a question? While some associate it with knowledge and growth, it quickly became an avenue of thought for me. While my peers were learning to code and play with machines, I would play with words and ask the question â€œWhy?â€- Why is the sun so bright? Why does the wind blow? Throughout my life, questions have served as an outlet to understand the world from another perspective. And as I've grown older, my curiosity has continued to drive me to ask questions about society and the world at large. In today's increasingly interconnected and diverse world, the intersectionality of cultures within modern society creates a tapestry of shared experiences and traditions. It's important to ask questions and engage with this complexity, whether it's questioning Indian American representation in western media or simply debating who gets the last slice of my grandmother's green mawa cake. Questions allow us to explore new ideas, seek out information, and clarify our thoughts and beliefs. They help us to think critically and challenge our assumptions, and they can lead to new insights and discoveries. Continuing to ask these questions at the Youth Advisory Committee will make me a strong candidate because it will allow me to utilize my experiences within the City of Dublin, and implement transformative action as a result. But outside of my ability to ask the right questions to best advocate for the youth of Dublin, I believe that my strongest skill that makes me the ideal candidate for the Youth Advisory Committee lies in my past experience with working with the City of Dublin. For the past year, I have served as a member on the Youth Advisory Committee where I have consistently spoken up, advocated for projects to benefit the youth and teenagers of the City of Dublin and serve as a member on two individual ad hoc committeeâ€™s that plan the City of Dublinâ€™s annual benefit concert and youth hackathon. I believe that my past experience of serving on the Youth Advisory Committee gives me the experiences, skills, and past knowledge to effectively implement change in the future by learning from the shortcomings of current YAC events to make these events better for the future. Furthermore, for the past three years, I have been nominated as the Young Citizen of the Year within the City of Dublin, which is a testament to my passion for civil service and helping the City of Dublin, which give me the ideal attributes for a member of the Youth Advisory Committee.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

We look to the mistakes of the past to improve in the future. For decades, teenagers across the world have continued to traverse through an unsupportive, cold-hearted, isolatory environment that broods feelings of hate, negativity and discourse instead of upholding the core tenets of civil happiness. I believe that the root cause of this discourse and unsupportive environment has been the lackluster support for mental health within the Bay Area for teenagers because of its coldhearted, serious nature. During the last few years, everyone has experienced a degree of strife and suffering in one way or another whether it was from the isolatory nature of the pandemic, the death of a loved one or the oppression of minorities across the U.S. Although the City of Dublin and Dublin High School have begun to take the first steps towards providing resources to help teenagers, these often fail to accomplish their intended task because they feel isolatory and have a large stigma associated with them. During the annual Youth Mental Health Forum held by the Dublin Youth Advisory Committee, I learned about the stigma associated around mental health, which led me to ask my peers about their experiences of getting support for any decorations in their mental health. What surprised me about this, was that despite the number of resources put forth by Dublin High School and the City of Dublin, students, particularly teenagers, feel reluctant to utilize these resources because they perceive these resources to only be for people with a â€œproblemâ€. Breaking down this stigma around mental health should be one of the primary priorities of the Youth Advisory Committee because this has been one of the root causes of the strife that the youth have faced within the city of Dublin. Although the Youth Mental Health Forum was the first step in breaking this stigma for the youth of Dublin, I believe that there are a number of steps that must be taken by the Youth Advisory Committee to effectively tackle this issue. To begin with, this event must be held at a more central, accessible location that feels familiar and safe for the youth of Dublin given the sensitive nature of these topics. Taking this step allows for greater accessibility to this event while further reinforcing the notion that mental health is for anyone and it isnâ€™t shameful to ask for help when you need it. Furthermore, I believe that adding more youth panelists to talk about their experience will further expand interest in this event because it allows for the attendees to form a personal connection with their peers on the Advisory Board and for them to feel like their voices are being heard.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

One of my key attributes that allowed me to attend every Youth Advisory Committee meeting, every ad hoc meeting that I was a part of and all of the events that were run by the Youth Advisory Committee is my ability to manage my time. Regardless of the extracurricular activities that I will be participating in during my hopefully next year at the Youth Advisory Committee, I am confident in my ability to represent the teenagers of Dublin to my best ability. Regardless, I plan on taking a step back from some of my current extracurricular engagements to focus on what matters most to me, which will allow me to dedicate ample time towards the Dublin Youth Advisory Committees meetings and engagements. There are two primary activities that I will be working on throughout the 2023-2024 school year, which include the Dublin Mayorâ€™s Council and Elderly Care Everywhere. I believe that my work at the Dublin Mayorâ€™s council will allow me to become a more informed, well-connected sophomore who can harness his experiences to become a better advocate for the youth on the Youth Advisory Committee. This also teaches me the necessary skills for leadership, which can help me create a more coordinated effort between the Dublin Mayorâ€™s Council and the Youth Advisory Committee to effectively tackle the problems that the youth in Dublin face. Next, by continuing my journey with Elderly Care Everywhere, I can take this platform to new heights and best assist the senior citizens within our community. Even as we recover from the Covid-19 pandemic, loneliness and isolation have always been prevalent problems for senior citizens. By continuing and expanding upon the mission of Elderly Care Everywhere, we can continue our work to prevent senior isolation and best benefit our community. Over the next year, we have the ability to revolutionize life for senior citizens within Dublin, which is why this is an activity that I will continue to pursue. I believe that my experiences within debate and Elderly Care Everywhere would increase my contributions to the Youth Advisory Committee because I would be bringing the opinions of two very diverse demographics to the committee. This would allow for a wide array of opinions to be considered and included within the decision made regarding anything that this committee would discuss.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Although in the past year, the online presence of the Youth Advisory Committee has continued to grow, I believe that there are a few key steps that must be taken to foster youth civic engagement across the city of Dublin. I believe that the first step to driving youth civic engagement within the city must come from increasing the online presence of the Youth Advisory Committee. Even as a member of the committee in the 2022-2023 year, I often struggled to find the informational flyers that my fellow committee members have made for their events, which is indicative of a larger problem which is a lackluster social media presence. The large majority of the Youth Advisory Committee's online presence comes from the City of Dublin account, but this fails to attract the attention of our target audience, the youth of Dublin. I believe that the easiest solution to this program is creating a social media page dedicated to the Youth Advisory Committee. This doesnâ€™t mean that the Youth Advisory Committee should stop promoting on the City of Dublin instagram, but instead, it offers a solution to drive more youth civic engagement because this forms a more personal connection with the youth of Dublin. Creating an account only for the Youth Advisory Committee will allow us to effectively market our solutions to the youth of Dublin in a fast, efficient manner and allow us to effectively reach out to our target audiences. But beyond increasing our online social media presence, I believe that the next step that the Youth Advisory Committee and the city of Dublin must take as a collective is establishing a better relationship with our local middle and high schools. The easiest way to promote an event and directly reach out to the youth of Dublin is going to be through educational platforms, however, our current relationship with the school is mediocre at best, which doesnâ€™t allow us to market our events through the school. I believe that one of the top priorities of the Youth Advisory Committee in the 2023-2024 year should center around establishing a professional relationship with the educational institutions around Dublin to drive youth civic engagement in the most effective way possible.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have attended all of the Youth Advisory Committee meetings over the 2022-2023 year since I was appointed as a committee member last year. The past meeting that I attended on 03/22/23 started off with the pledge of allegiance and public comment. During public comment, we were given the opportunity to hear from a city librarian and from an organization that helps accelerate the development and readiness of young women around Dublin. After that, we heard from the annual benefit concert ad hoc committee that I am a part of which provided the committee with an update on all of our latest developments. But on a more important note, over the past year, I have had the opportunity to learn more about the work of the Youth Advisory Committee. Two years ago, I was astounded to learn about the Youth Advisory Committee because I never fathomed that the voices of teenagers would be able to be represented at a city level, which led to my application and appointment last year. But unfortunately, many of my peers are still in the dark about the crucial mission of this committee. If given the opportunity next year, my first goal as al had the ability to explore the work of this committee and learn about the chance to become a member would be to bring this committee into the spotlight of Dublin because this would drastically increase Youth Civic Participation within Dublin and give everybody the chance to help their community.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Rec-Aakrisht.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL
2017 GOLD RIBBON SCHOOL
8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 20th, 2023
Dear Selection Committee,

I am pleased to recommend Aakrisht Mehra for admission to the Dublin Youth Advisory Council. I have the privilege of being Aakrisht's French 3 teacher this year at Dublin High School.

From day one, Aakrisht has put nothing but his best effort into everything he does in class. His interest in learning about the French language and culture, his inquisitive mind, and warm personality served him well in class projects and presentations where he shined as a confident and responsible student who's always ready to collaborate with his classmates in an amicable and effective way.

In addition to his academic performance and friendliness, Aakrisht is a caring young man who created a project to help senior citizens in Dublin order their groceries for free as well as a pen pal project that encourages elderly people in his hometown to connect with each other. Aakrisht is also a member of a youth committee who plans and organizes fun events to support Dublin Youth and help them develop their skills and knowledge.

Aakrisht's respect for other cultures, caring nature, and leadership skills make him a great candidate for the Dublin Youth Advisory Council and assure that he can do an excellent job in planning events that benefit the diverse youth community of Dublin.

Sincerely,

Claude Isaac
French Teacher
Dublin High School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5819

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Aarna

Last Name*

Mehra

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Fallon Middle School

What grade will you be in during the 2023-2024 school year?*

8th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee because I believe in our city, my home. I have lived here for seven years and have a lot of friends, and they all have done their best to help and support me. Everyone in Dublin is compassionate, caring, and supportive and I want to help everyone here, even if I don't know them or have never talked to them in my life. The teenagers here posses something that not a lot of other cities have to offer: empathy. Everyone has always helped and guided each other, showing how Dublin is one of the most incredible places to live in already, but I believe that we can make it better. I would like to help direct Dublin towards a place where everyone feels safe and loved and knows that they are appreciated.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I am a strong leader, am trustworthy, responsible, patient, respectful, and am not afraid to speak my mind. I work well with other people, make rational decisions, and I always analyze the outcome and effect of my decisions on the people that surround me, whether I know them or not. I do debate, which makes me a strong candidate for the YAC as I am very skilled when it comes to public speaking and acting as the voice for those that can't . I am also very focused and always give a hundred and ten percent towards everything that I do.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

As a teen, I am aware of some of the issues that teens in Dublin are already facing. Some of these issues are stress, anxiety, bullying, and even the feelings of rejection and isolation. After the coronavirus pandemic and having to quarantine, some teenagers were not able to adjust to life and felt totally isolated. I believe we can do something about that like having more events for kids and teenagers in general to socialize, and acknowledge that they aren't alone. There are still some teenagers that are getting bullied today, and still don't feel safe around their fellow classmates and peers. These teenagers could be feeling scared and might even think that there is something wrong with them. This is completely unacceptable because these teenagers should understand that they are important to people, deserve to live, and are cared for. I propose that Dublin should start having social circles for people to share their thoughts with, serving as a safe space so people can express their feelings and stay healthy.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be able to devote time each month for YAC meetings and activities. I am currently involved in a non-profit organization called Rediscovering STEM which strives to educate everyone that does not get the same opportunities as other children in the field of STEM. I am also involved in sports and math extracurricular activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in the community, teen events, and City-sponsored activities by reaching out to the principal at my school and having them announce the information about the events on the morning announcements. I would also find ways to spread word of the events by mouth and convince people to attend them by showing how beneficial and opportunistic the events could be for people.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not recently attended a YAC or other Dublin Commission or City Council meeting.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

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Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

To Whom It May Concern:

I am writing this letter to recommend Aarna Mehra for a position on the Youth Advisory Council. I am currently her 7th grade English teacher at Fallon Middle School and have had the delight of getting to know her this past school year. Aarna is incredibly thoughtful and insightful. In our very fast paced world, she actually takes time to think through her assignments in class, and situations she finds herself in. I have been able to trust her- both, in regards to the quality of her schoolwork, and in her character. She is diligent and timely, but one of her greatest attributes is that she is someone you can count on. You would be remiss to choose another candidate over her.

Should you want to follow up, you can reach me at [redacted]

All the best,

Shawna Healy

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5837

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

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Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

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Letter of Recommendation

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Application Submittal

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1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Austin

Last Name*

Meng

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

The quote ""it takes a village to raise a child"" resonates with me and summarizes my motivations - Dublin as a community raised me - from the painted utility boxes to city-wide events to the people, every element has nurtured me to grow in a safe and positive environment. I'm a strong believer in civic duty, so I believe that I not only have a moral obligation to be involved in my community and serve on this council, I also believe I have an obligation to pay it forward to younger children and continue to foster this loving and vibrant city. For me, Dublin's most outstanding facet is its arts and culture, especially the St. Patrick's Parade and Splash. I hope to continue these events and am particularly interested in the logistical aspect. Specifically, I hope to introduce more minority-culture events. Larger-scale Diwali and Lunar New Year festivals in Emerald Glen could be a place to start and also further emphasizes our diversity. In addition, I hope to be able to advance the celebration of LGBTQ+ individuals, especially youth. Albeit a lofty ambition, I wish to push forward pride celebrations specifically targeted to LGBTQ teenagers and young adults. Even a place such as Dublin has roadblocks to the normalization of LBGTQ individuals, but I know it can happen. As a member of the LGBTQ+ community, I struggled significantly coming to terms with my own identity, especially because there was no mention or celebration of the LGBTQ community. This could come in the form of supporting local LGBTQ+ organizations, and in the future, itâ€™s a long term ambition of mine to organize a Splatter-like LGBTQ+ pride event in Dublin.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

An experience that highlights several transferable skills is my time volunteering at a nonprofit called "Kids Against Hunger". Basically, the nonprofit works by hosting "groups" of people (other nonprofits, school clubs, birthday events, etc), in which attendees package food in bags. By joining the organization itself, my responsibility is setting up/cleaning up, packaging boxes, and ensuring the event runs smoothly. Usually we have anywhere from 60-80 people in a modest warehouse, on average packaging 20k meals in 1.5 hours. As such, it is an extremely fast paced environment. Our event leads are usually very busy, so I had to quickly learn how to figure out where I was needed and make myself useful and work independently - if that was refilling soy or rice, taping up boxes, or answering questions. This has taught me how to become an effective collaborator - I need to clearly communicate with my fellow staff and find ways to get along with various people with different personalities, backgrounds, and ages. The fast-paced nature of each packaging event has also helped me become a better problem solver and strengthened my ability to lead. Thereâ€™s often times in which we may run out of packaging boxes, tape guns, or experience an overflow of food packages. Oftentimes, itâ€™s up to the responsibility of volunteers to uncover a problem and resolve it, and I quickly realized the importance of working as a team and collaborating. I am also a member of the Dublin Mayorâ€™s Council, in which I learned how to transform a plan or dream into something tangible - I worked with my peers in creating monthly writing workshops to educate middle schoolers on high-school level standards of speaking and writing, and hosted various events for Senior Citizens, most recently by making cards during St. Patrickâ€™s day. These projects taught me how to plan and coordinate to eventually turn a dream into reality and honed my affinity with logistical planning - and would be a useful skill in assisting with the implementation of youth activities.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe teenagers in Dublin are experiencing a severe mental health crisis from both social and academic pressure. As teenagers, we experience heavy social pressure to find friends and fit in, which disenfranchises students and excludes them from the community. I think this could be resolved in part through social interaction events for teenagers, possibly by utilizing the city library and tapping into niche interests - different fandoms, games, books, etc. Arguably even more importantly, teenagers experience the expectation to be academically successful and maintain high grades for 6+ classes (usually at the honors or AP level). Not only does this add significant workload to students and impact their stress levels, it also adds on significant pressure from a culture of hyper-competitiveness. I donâ€™t think we can stop teenagers from being competitive, but we can certainly soften the blow of academic pressure by promoting mental health days and creating city-wide study groups for specific subjects. I think the city library is an excellent, untapped public facility for those purposes. Another issue facing Dublin teens - specifically LGBTQ teens - is the lack of a proper support network on the city level. While Dublin High does offer support for LGBTQ+ teenagers, the City of Dublin can do more to support questioning and closeted LGBTQ people, especially for younger teens and middle schoolers. I think this can be achieved through introducing more age-appropriate LGBTQ+ representation in fiction, inclusive lessons, & transparency in how schools can support LGBTQ, particularly trans, students. I also believe more can be done in connecting Dublin teens with organizations that can provide specific support. Iâ€™d also like to expand emphasis in the humanities and arts for students - I believe Dublin parents have a strong prioritization of STEM academics, and I hope I can stimulate interest in literature, history, and the performing arts towards teenagers not only as an interest, but also as a career pathway. I think this can be done through supporting humanities-related city organizations or nonprofits as well as through creating more writing and drawing opportunities for students - through competitions, projects, and art showcases (the utility boxes were a great start!).

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Iâ€™m currently involved with swimming, speech & debate, the Dublin Mayorâ€™s Council, and various volunteering organizations. However, I am more than willing to move time aside for YAC meetings & activities - the swimming season is only for a few months, and as long as Iâ€™m notified soon enough of YAC events, I can set aside time to attend them (and I can clear out my schedule for YAC meeting nights immediately if accepted!).

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I think one major reason teens arenâ€™t currently as involved in the community as they could be is because these events are publicized poorly for teenagers - for instance, few of my classmates even knew that the recent St. Patrickâ€™s Day parade would be followed by a festival that lasted through the weekend. One place to start would be by better disseminating information in schools through flyers posted in classrooms or announced by teachers. It may also be helpful to have an organized document of all city-wide events or teenage activities and distribute it widely (a similar document exists for my schoolâ€™s Biomedical Academy, in which our teachers and peers regularly update each other with opportunities and events). We can also tap into popular forms of communication for teenagers - on Discord, social media apps, and through publications on the Dublin Shield newspaper.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Austin Meng Letter of Rec.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 22, 2023

To Whom It May Concern:

It is a pleasure to provide a letter of recommendation for Austin Meng, who is currently a sophomore student in my Advanced Placement European History course at Dublin High School. Austin is a pleasure to have in class because he is deeply engaged in the course material, very participatory, and demonstrates leadership abilities when working with peers.

Austin's written work and verbal comments consistently indicate a very high level of understanding of material that is both extremely detailed and very complex for the high school level. We cover topics from politics, to economic principles, to philosophy and art in AP European History, and Austin demonstrates an interest and an engagement with these topics that is well above average. He cares deeply about doing well in my class and is very diligent in completing work to the best of his ability, but he also shows genuine interest and enthusiasm for the content.

Austin participates in class on a daily basis, sharing his thoughts and opinions, and asking questions. He regularly asks for feedback on his work and constantly seeks to improve and grow as a student. He is not hesitant to share his thoughts and opinions, but he is also a good listener and shares the space so that other students can participate.

Lastly, Austin is very sociable and personable, and knows how to work well with others. When working in groups, he naturally takes a leadership role and is fair and considerate in distributing responsibilities within the group. He will advocate and ask questions on behalf of his group, and works hard to make sure the group's final product is one that everyone is happy with.

For these reasons, I think Austin would be a great fit for your program, and I hope that you consider him. If you have any further questions you can reach me at [redacted]

Sincerely,

Silvia Sosa

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5785

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Ananya

Last Name*

Menon

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would love to become a member of the Dublin Youth Advisory Committee to make a difference in our community, learn more about local government, and how Dublin works to create and maintain such a diverse and friendly community. Being in the YAC will give me the opportunity to not only address the needs of the youth of Dublin, but also work towards making the community a more positive environment. In most forms of government, the youth are not represented in community decisions. Joining YAC would allow for me to advocate for this generation and pave the way for many more to come through my experiences and issues with the city. My family and I moved to Dublin in 2018, and I started 5th grade at James Dougherty Elementary. Everything about Dublin, the people, the environment and the effort it takes to consider peoplesâ€™ values and opinions always interested me to take part in, as most cities I have previously lived in don't. I would like to work and take every step that I can in both an individual and team-based environment to make Dublin a better place for people of all ages.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Growing up, I was very shy and often struggled to have a conversation with children my age. Speaking to adults was worse. I remember struggling to even complete a sentence. In middle school, I chose Yearbook as an elective due to my interest in photography. I also thought it was a great opportunity to hone my communication skills in both an academic and social environment. Due to the pandemic, we had to create our yearbook in a remote setting for the first time ever. This required us to interact more effectively as a team. Throughout the year I put in additional hours after school to accomplish deadlines, and by the end of the 7th grade, I was more confident in my interactions. In 8th grade, I was recognized for my efforts and contribution, and was appointed Chief Editor of the first ever newspaper. This role required me to lead most interviews. Over the two years, I learned many lessons from talking to people about their achievements, accomplishments, inspirations and failures. I was able to appreciate the diversity of peopleâ€™s backgrounds and experiences and it made me realize how everyone has something different to offer. I think it is very important to embrace and value otherâ€™s ideas and perspectives, especially in an academic environment since it encourages conversation, questions and thoughtfulness. Though I had never been a people person, the yearbook class helped me develop an interest in engaging with peers and learning about others. Now I implement these skills I developed on a weekly basis by teaching guitar and math to children through a school club, as well as working to open a non-profit tutoring business with two of my best friends. At YAC, I am confident in my ability to implement these skills and help contribute to the team.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Some common issues teens face not just in Dublin but across the world are mental health, cyber bullying and substance abuse. YAC can address these issues by creating a safe space for teenagers to voice their concerns in both academic and social environments. This could be as simple as hosting workshops, fundraising events, or teen activities during holidays such as spring and winter break, to increase interaction between children and decrease the amount of mental harm a child goes through during their upbringing. Sometimes having just one friend to help support you during a tough time can be beneficial, and YAC can help teens with common interests connect with each other. Another struggle that teenagers deal with is enough physical activity. With increased amount of homework and stress, and no required P.E. class, students do not get enough time or motivation to exercise and maintain a healthy lifestyle. YAC could implement a simple, yet effective program to help teenagers get activity through doing something that they love. One last idea that would be highly beneficial to both teenagers and parents would be a workshop about getting ready for college. Many first generation students in the U.S. have trouble figuring out how the education system works, especially since their parents didn't study in the country. YAC can hold Q&A sessions with students who have already gone through the process to help upcoming high school students get an idea of what the process is. This will also help decrease the amount of stress and stigma around college and preparing for the future. Being part of the committee will help our team create a more personal connection between the city and its people.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently, I swim for Tri Valley Aquatics as well as the DHS Swim Team. I also partake in yoga 3 days a week, and love hanging out with friends. At school, I am part of the DHS Dragon Flower Club, which advocates for mental health awareness through fundraisers. My elective choice for this year was Sculpture & Ceramics, and I absolutely love the class. One of my passions is ceramics, and I plan to take the honors class offered here at DHS. Throughout the next 4 years at DHS, I plan to take a handful of APs in classes that I am interested in, and am also looking to complete the biomedical pathway. My course load for next school year is not too heavy, and I will spend most of my time on homework on weekdays. Aside from school related activities, I am starting a project to help teenagers take care of their mental health through 15 minute daily yoga exercises, and working on it approximately 1-2 hours a week. I am confident in my ability to devote time each month to YAC, be present and advocate for ideas to bring positive change in the community.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I believe making events interactive and interesting for teenagers is the best way to get them to be involved and partake in community events. Children and especially teens need some sort of entertainment or motivation to participate and making the events fun will motivate them to do so. To get more children involved, I would spread the word through social media, fun advertisements and through parents. Advertising in school through teachers and flyers across campus is a great way to spread the word as well. Additionally, holding workshops to educate older children about the benefits of community participation and service could help convince them to be more present in their community.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not yet attended any council meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Menon_LOR.pdf

Upload 2nd Letter of Recommendation (optional)

LoR for Ananya Menon 2023 Dublin City Council draft1.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Dublin Unified School District
Dublin High School
8151 Village Parkway
Dublin, California, 94568

Principal	AP	AP	AP	AP	AP
Maureen Byrne	Kevin Cushing	Lisa Diaconis	Whitney Dwyer	Diane Santamorena	Andrew Waranoff

March 2023

To whom it may concern,

Please accept this letter of recommendation for Ananya Menon.

My name is Isaiah Mohr, I was Ananya's Freshman Seminar instructor at Dublin High School from August to December of 2022. During that time, I got to know Ananya and was able to appreciate her work ethic and ability to lead less-than-ideal groups to ideal goals.

Ananya is an incredibly well-rounded individual. She is a hard-working athlete, studious scholar, and social butterfly. Throughout the semester I had with her, Ananya's work ethic shined and attracted others. As a rule, she quickly grasps topics and tasks at hand and gets to work on them. When she has questions, she doesn't hesitate to ask others for clarification and shares what she's learned with those around her.

These traits are especially useful in group settings. Since Freshman Seminar is a general ed class, there are plenty of instances where a group is formed that, for one reason or another, does not gel well or has problems staying focused on delivering a product. Ananya's groups never had that problem. No matter who she was teamed up with or what the project was about, she was able to guide her sometimes more chaotic classmates to a presentable product. She does this without becoming a group dictator or by performing every task; instead, she helps others where it's needed, fills in gaps that appear, and appeals to the better senses of her peers.

Ananya's strong work ethic, desire to help, and strong social skills recommend her for a position on the Youth Advisory Committee.

Cheers,

Isaiah Mohr
Biology Teacher
[redacted]

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 22, 2023

To Whom It May Concern:

It is with great enthusiasm that I write this letter of recommendation for Ananya Menon. I have gotten to know this incredible student at Dublin High School this school year in my Health class. Ananya demonstrates all of the qualities that a young leader should possess; eagerness to learn, intent listener, strong collaborator, and self motivated. She would be an asset to the City Youth's Advisory Committee.

Ananya has years of experience being actively involved in her areas of interest. Some include her passion for music, specifically playing the guitar. Ananya is also an avid swimmer and devotes her time to improving her abilities not only in the pool but by practicing yoga on a regular basis. Ananya is curious about science and has been exploring this avenue in the BioMed Academy during her freshman year. In each of these areas, Ananya has demonstrated responsibility and a wide range of skills that are applicable to being a life-long learner and leader. Curiosity drives Ananya and she can look at the world through this lens, which is an asset that most students her age do not possess.

Ananya, as a student in class, has the ability to lead in a quiet way. What I mean by this is that her strength is shown not in a loud voice that dominates, but in her ability to listen and contribute thoughtfully. She is able to listen to her peers and other adults, ask great questions, and then in turn produce solid outcomes in group and individual projects.

Please reach out with any questions on this highly qualified candidate for the City Youth's Advisory Committee.

All my best,

Joy Sherratt

Dublin High School Teacher
USF Adjunct Professor
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5857

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Mikayla

Last Name*

Molnar

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

12

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin YAC because I believe that there are many things to be done about different issues I've seen among teens in Dublin. In the past, I've had a few leadership positionsâ€"many of which weren't entirely influential. However, I learned lots from my time as a leader and mentor to other people, but I also noticed many gaps that could be filled. Naturally, it is impossible to ensure that everyone is happy with certain policies, but I want to be the voice for a group of people who are often overlooked. I've always considered myself someone who is sort of in-between cliques, but because of that, I've learned a lot from the people I interact with. I know that my range of experiences will allow me to represent a wider range of opinions.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I consider myself a headstrong, amiable, and organized person. The goals I set for myself are always high, and I will always see things as they are and try to make the best of my situation. In regards to others, however, I tend to be a better listener than I am a leader. I make sure that everyone is always heard to the best of my ability and that their opinion is at least considered. Within leadership, I believe it's very important that leaders don't just advocate for their own opinions but rather, listen to the people and make what they believe is the best decision after thorough consideration. As of recent, I've noticed too many leaders who only listen to one side of an argument, but I believe the most important part of any disagreement is making sure that both sides are equally seen and acknowledged, even if only one side will get their way. As a stronger listener, I will make sure that everyone is heard even if I don't get to address the issue myself, as long as one person is listening, that's enough for some people.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that an issue that is unique to teens in Dublin is the disconnect they feel from each other. Due to Dublin being so large and diverse, there is a sort of rift between different groups of people. As someone who lives in West Dublin but, of course, interacts with many people from East Dublin, I understand where the divide stands. I no longer see the people I remember from elementary and middle school despite going to the same school; they are in a different world of their own. Of course, it is very hard to combat an issue that is due to population size, but I feel the main goal should be connecting different people within the same community. I think YAC could promote community-building events either in or out of school. This way, people from all sorts of backgrounds and experiences could meet and form connections they might otherwise not have made.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

For the next school year, I plan on continuing with my usual extracurriculars. I currently have violin and oboe lessons once a week as well as devote my time to volunteering with various organizations. These, however, aren't every single week so I don't foresee any complications. Because it will be my senior year, I plan on taking some easier courses, so my homework load shouldn't be too much. However, one of the classes I will take next year happens after school. Hopefully, the meetings and activities for YAC won't fall on the same day or time, but as of now, it is unknown.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

As I mentioned before, I would like to get more teens involved in community-building activities. However, I also believe many activities geared toward college and career prep are something many would be involved in, especially those who are unfamiliar with the process of applications. Knowing the opinions of many different teens, I would say that events that could either help promote their self-confidence or comfort with tasks such as public speaking would also be very useful.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, unfortunately, I've never attended any sort of City of Dublin meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Mikayla Molnar - _Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File | No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

23 March 2023

Dear Dublin Youth Advisory,

It is my pleasure to recommend Mikayla for the Youth Advisory Committee. I have known Mikayla for this school year and enjoy my time as her teacher in US History. Mikayla has been an awesome student this year and I think she'd be a great addition to the Committee.

Mikayla has been a wonderful addition to my US History class. This particular class is very loud and lively, but Mikayla stands out because she has a gentle and mature manner about her. When asked to share, she always has insightful things to say. I think that Mikayla has added a really great balance to the class. She always puts her full effort into assignments and I never see her off task or distracted. The work that she produces is high quality and she goes above and beyond. Additionally, she works really well with the people around her and her peers seem to really like her.

Mikayla has taken on a really challenging course load this year but manages it with high success and ease. She is a part of the BioMed Academy as well which is a highly esteemed program at our school.

I think that Mikayla is a great candidate for the committee. Please let me know if you have any questions or concerns. I recommend her without hesitation.

Best regards,

Hannah Moreno

Hannah Moreno
English Teacher
Dublin High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5839

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Zain

Last Name*

Mustafa

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin Highschool

What grade will you be in during the 2023-2024 school year?*

12

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Today's youth are facing problems that are quite different from what the previous generation has faced. The City of Dublin needs to hear about these problems firsthand from the people who are facing them. I believe that my strong leadership, communication and interpersonal skills can help me represent the youth in Dublin and relay issues we face to the City. I have also been part of a program called Muslims Game Changers Network where I learned topics such as civil rights and advocacy and also gained knowledge on community development and leadership skills. I believe I can use my knowledge and skills to relay the problems of Dublin youth and help them tackle these issues.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I have been a Math tutor, teaching Elementary, Middle and High School students for the past 3 years and as a result I have developed strong communication skills. I have also been working at Kumon as a grader which has helped me gain valuable interpersonal skills. This job has also thought me strong organization skills as I must juggle teaching and grading multiple students within a short time frame. I am also extremely determined. I have spent countless hours this year working on a robot with my team even when it looked like we would not be able to finish.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

There are many students that are looking for work and are unable to find employment. I am hoping that YAC will help these youth by providing resume writing workshops, organize career fairs and providing interview guidance. YAC can also help youth find youth opportunities by partnering with non-profit organizations and businesses in the area. I also see that there has been an increase in vaping among the teen population. I am part of an organization called Tobacco Use Prevention Education (TUPE) which educates young people about the dangers of tobacco use. I have helped organize events in school through this school for Red Ribbon Week and for the Great American Smokeout. I have been trained to take action on important issues such as this and create lasting change. I would like to work with YAC to promote awareness about this substance abuse. I am also aware of an increase in bullying, especially cyberbullying among the teens. I would like to work with YAC in creating resources to provide to teens strategies in dealing with bullying. Bullying can have a large negative impact on the teen population so it is imperative that the YAC helps to address this issue.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Some of the activities which I am involved in include GaelSuite, robotics, aerospace, Tobacco Use Prevention Education, and work. Many of these activities have flexible hours so I will be able to clear up my time for any TAC meetings and activities. Additionally most of these activities such as aerospace and robotics, happen only during a few months of the year so my schedule can remain open for any work related to YAC. GaelSuite Finance Lead (2 hours / week) GaelSuite is a student driven organization which works on projects pertaining to robotics. My leadership role in this organization is to lead a team of 21 students with the primary goal of raising funds for the VEX competition teams. As the Finance Team Lead, it is my responsibility to develop financial strategies, manage deadlines, and communicate with donors in order to secure funding for the robotics club. Since competition teams require such a large amount of money to operate, the finance team is crucial in order to keep costs manageable for everyone. In this role I have developed strong leadership skills, financial knowledge, and strategic thinking. GAEL Force Robotics Team Member (10 hours / week) Gael force robotics is a school club which participates in the VEX robotics competitions. There are currently 7 competition teams within the club and new members are selected through a draft. In order to join a competition team I had to participate in the development program for a few months and then be selected to join a team. Currently I have been on the 5327B competition team for a couple of months now and have sharpened my skills in mechanical engineering. My role on the team is to work on the robot and fine tune the different components in order to optimize them for the coder. DHS Aerospace Club Team Member (3 hours / week) I am currently a member of the Dublin High School Aerospace Club which hosts regular meetings and activities. The club participates in a variety of competitions and encourages each member to choose a specific competition team to join. I have joined the rocketry team and our task is to create a submission for the Annual American Rocketry Challenge. I am responsible for building part of the rocket and also giving input on the materials being on the project. Math Tutor (2.5 hours / week) I am a peer tutor at Dublin High School and help students with Math every Wednesday. I also tutor a middle school student in Math outside of school hours. Tobacco Use Prevention Education (TUPE) - Team Member (2 hours / week) TUPE is a program aimed at educating young people about the dangers of tobacco use and the impact it has on their health and well-being. We have been trained by Alameda county in order to deliver information on the health effects of tobacco, the addictive nature of nicotine, and strategies for avoiding the use of tobacco. I have helped organize events in school through this club such as Red Ribbon week and the Great American Smokeout. I will also be participating in the Action Changes Things Conference on March 21st where I hope to learn how to take action on important issues and create lasting change. Work - Kumon Grader (5 hours / week) A Kumon Grader is responsible for evaluating student work and providing feedback to help them progress in their studies. At work I grade classwork submissions, checking for accuracy and completeness, and help students understand the material they have covered. Through my experience I have learned to be patient, thorough, and attentive, and how to work closely with instructors to help ensure the success of each student in their studies.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I believe that this generation of teens value visual content. I believe that I can easily reach out to teens through social media apps to promote the activities YAC organizes. I have experience with promoting activities in other clubs so this experience will transfer over. I would also create posters and place them in schools and other public areas where teens frequent in order to promote YAC activities.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a meeting, but am interesting in doing so.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Zain Mustafa rec letter.pdf

Upload 2nd Letter of Recommendation (optional)

MustafaZain2022-23.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ● 925-833-3300 ● FAX 925-833-3322

To Whom It May Concern,

I am pleased to recommend Zain Mustafa to be a member of the 2023-24 Youth Advisory Committee. Zain is my current student in AP Calculus AB during the 2022-2023 school year, and has demonstrated an excellent drive and work ethic, as well as strong leadership capabilities. I would like to emphasize some of Zain's key attributes within this letter, namely his perseverance, curiosity, and work ethic navigating through a challenging curriculum.

Zain has a wonderful curiosity and perspective on the world and how things work. He takes the time to ponder carefully before asking questions, and the questions he asks in class and during my office hours demonstrate that he takes an active role in his education. Through our conversations during office hours this year, I gained perspective on his personality and code of ethics, and was pleased with what I saw. From the start of the year, Zain grew to be more outgoing, and to ask questions during class and office hours, and I witnessed him break out of his shell. From that experience, he has grown as a student and as a person, to be more open and vulnerable but to also take advantage of opportunities when they come his way.

Zain has both an incredible work ethic as well as a personal code of ethics and strong sense of character. He is not afraid to admit when he makes a mistake and will work hard to prevent that mistake from happening again, a character trait that is rare in many individuals. He is also not stalled in the face of obstacles or letdowns, rising to the challenge and working to overcome them or use them as learning experiences.

Zain has demonstrated excellence above other students with his excellent written and verbal communication skills, and is organized and reliable. He can work independently or as part of a team and is able to follow through to ensure that the job gets done. He accomplishes these tasks with great initiative and positive attitude.

It is with great pleasure that I recommend Zain Mustafa for admission into the Youth Advisory Committee.

Sincerely,
Mrs. Sarah York

Dublin High School
AP Calculus AB
Advanced Algebra 2
[redacted]

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

To Whom it May Concern,

It is my privilege to write this letter of recommendation for Zain Mustafa. Zain is a student in my Advanced Placement Environmental Science course his junior year here at Dublin High School. AP Environmental Science is a science elective that provides students with scientific concepts and methodologies they can use to better understand the interconnectedness of natural and anthropogenic systems in order to evaluate environmental problems and provide realistic solutions.

Zain has shown a consistent effort in class and is always engaged in the various learning activities. He is very quick to pick up concepts, shows a genuine interest in the various topics, and seems to have a natural curiosity that drives his learning. His combination of intellectual ability and innate interest in various subjects, along with his willingness to jump into any activity, has led him to great academic success over the course of his high school career.

Zain has demonstrated his ability to balance rigorous academic work, including many Advanced Placement and honors classes, with various extracurricular activities including clubs on campus (VEX Robotics, Muslim Student Association, Aerospace) and tutoring (both on campus and with Kumon). Through his extracurricular work with the DHS robots team, Zain has shown his ability to collaborate, grow from failure, and solve complex problems. His tutoring and involvement in the Muslim Student Association have shown his willingness to use his own time to better his community.

Zain is a pleasure to have in class and is a very responsible, honest, and gracious student that communicates well and I can confidently say Zain has the ability to find success in anything he puts his mind to. He will make an excellent addition to the Dublin Youth Advisory Committee with his thoughtful problem solving and honest input. I truly believe he will be able to facilitate positive change in his community. Please feel free to contact me with further questions at johnstontrevor@dublinusd.org

Best regards,

Trevor Johnston

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5840

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Divij

Last Name*

Muthu

Street Address*

[redacted]

City*

DUBLIN

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

12

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would like to become a member of the YAC because I feel it is a new way for me to get involved with the community and do more for the city that I love. After taking part in awesome events like Splatter, St. Patrickâ€™s Day celebrations, and summer activities at beautiful Emerald Glen park, and having access to incredible places for fun like the Wave that are constantly growing, I am greatly appreciative of everything our community has built and would like to give back however I can. Iâ€™ve been trying to help out with volunteer work for several groups. Through my time spent with fellow classmates in a high school environment, I would like to share my experiences with the cityâ€™s decision makers. The YAC would offer me a chance to voice thoughts regarding my age group in a bigger forum that could be used to benefit Dublinâ€™s youth. I am also interested in collaborating with other students to come up with an approach to solving issues, so that our plans can be inclusive of many studentsâ€™ concerns and address problems effectively. I'm excited about this opportunity to learn more about the procedures used by the city to develop policies and serve the community with new initiatives.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I enjoy collaborating with others so that we can work together towards benefiting the community. As part of the Peer Tutors program, Iâ€™ve been able to assist my fellow students with tough coursework for the past 2 years, and get an understanding of how to listen to their concerns and offer support. I have also participated in events organized by Dublin High Schoolâ€™s NHS chapter, where I was able to serve our amazing community. Iâ€™ve also worked with a partner on behalf of Science for the Bay (SFTB) to offer science instruction to students with special needs at Dougherty Elementary. Itâ€™s been a wonderful experience, as Iâ€™m always very happy to see their enthusiasm when we do experiments together. My role as the Vice President of DHSâ€™ Chemistry Club has given me familiarity with the procedures needed to help run an organization, as Iâ€™ve worked with the rest of the Board to plan out team labs, activities, and practice for the Chemistry olympiad. I've encouraged people to come forward with their unique ideas, and have been able to lead the group effectively. It's also taught me to keep myself and other members updated on key tasks and information. Overall, this work has allowed me to learn about common concerns for the cityâ€™s youth, and I feel that I can use this knowledge to help the Committee bring visibility to these issues. I try to keep myself informed about whatâ€™s going on in Dublin, and how I can take part in city events. I frequently receive messages from my Dublin Patch subscription, and keep an eye out for the latest news in my neighborhood. I have strong attention to detail, and carefully study whatever I get involved in so that I can offer valuable inputs and support. Having practiced taekwondo since 1st grade, Iâ€™ve developed a strong sense of discipline and respect for others. Throughout everything I do, I strive to express my passion and put in my best effort.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I feel that there are several key areas in which the YAC can support teens in Dublin. Firstly, the YAC could help to promote group events and activities focusing on physical health. For example, when DHS held a cardiovascular screening earlier in the school year, it helped to detect conditions some students might not have been aware they had. Community blood drives have also been a big success in obtaining supplies for hospitals. Some workshops teaching key skills like CPR that can save lives in vital moments could also be helpful. I myself was able to obtain a CPR certification using an online course and help from the school, and the practice has raised my awareness of when it can be used and how people can respond to various injuries or situations. Information on topics like this could give students across the district better knowledge of how to care for themselves and others. Similarly, mental health is another place where the YAC can contribute to the community. Academic anxiety is a major source of stress for teens, and I have noticed that support resources like the ARC and tutoring have helped to increase student confidence and preparedness. Thus, further access to tools like this can greatly help students in handling academic stress. Strategies to manage stress and set up daily plans for homework have also been effective, so enhancing these options would be beneficial. Finally, bullying and student relations could be another task for the YAC to approach. Working to increase awareness has been helpful in avoiding problems, but teaching ways to respond to such situations and take action to reduce this kind of behavior could help to prevent any incidents. Another recent issue that concerned me was the incident at a basketball game with a neighboring district. Taking some time to reflect on these unfortunate events could help build an understanding of the consequences of using hurtful words.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Activities I will be involved in include the Peer Tutors program, my roles in the Chemistry club, SFTB, and NHS, as well as further volunteer work at the Shiva-Vishnu temple in Livermore. I was able to complete my Level 10 MTAC Certification for Piano this year, finishing the program. I play Badminton fairly often on weekends. Currently, I work at Dublin Central Kumon as a high-level math assistant. Over the past year Iâ€™ve been able to strengthen my time management abilities by handling these commitments, and so I am confident that Iâ€™ll be able to set aside as much time as needed for the YAC.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Some ways to get teens involved in such activities could be physical announcements like posters or flyers, as well as digital platforms like various social media apps. For example, Dublin Unified School District has set up accounts on Instagram and Twitter that post lots of useful information, and so I would like to explore ways to increase viewership of these platforms. The official website for the City of Dublin is also a good source, and making sure teens are aware of the resources offered could increase their positive impact. One way to do this could be placing flyers in common areas of schools to publicly display these options, and updating them for new opportunities. Additional time slots such as Gael period and Grady days (for DHS) could offer a chance to make announcements about activities as well. A great event I attended was the recent Tri-Valley Job Fair, which offered lots of great opportunities and advice for teens. Additional events like this can help students find out about volunteer work or jobs at local businesses and organizations, as well as city and teen-oriented activities. The event was well-publicized in local news outlets and on social media like Dublin Patch, which helped to generate interest and see significant student participation. Organizing events like this for middle schoolers could introduce them to future opportunities and better prepare them for high school.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

lâ€™ve been able to attend a couple of recent City Council meetings over Zoom on January 10 and March 7 this year. On the 10th, a celebration of the 80th anniversary of Camp Parksâ€™ opening and winners of the 2022 â€œDeck the Homesâ€ decorating contest were among the items discussed. I had read much about the contest previously, so it was exciting to see winners in unique categories like Inflatables recognized for their effort and beautiful displays. There was also an item related to maintenance services for the water slide at the Wave. I am a frequent visitor to the Wave along with my family, and I got an opportunity to go there with my grandparents when they visited from India. It was great to see how an initiative supporting a wonderful resource so close to me was approved. The March 7th meeting notably recognized the work of Chief Holmes, and how he was able to serve the city in various capacities through challenging times like the pandemic, as well as the focus on policing methods in the past few years. His achievements were inspiring, and I feel grateful that our city has such dedicated people working to keep us safe. Unfortunately, I recalled a couple occasions where emergency services were unnecessarily called to our school when fire alarms were set off improperly. We need to make sure that the time of critical personnel is utilized well, and that people are aware how even minor pranks can delay a response to a real emergency. I also remember an instance where several students thanked police officers for their service, and it was great to see this kind of community spirit. While I was not able to attend these City Council meetings in person, I have visited the complex and am proud to see how it's coming along, with facilities being added and upgraded often.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Divij.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 24, 2023

To Whom it May Concern:

It is my privilege to write this letter of recommendation on behalf of Divij Muthu. I have known Divij since he enrolled in the AP Language and Composition class that I teach here at Dublin High School, and over the course of this school year, I've had ample opportunity to see that Divij is a young person of character, intelligence, integrity, and kindness. He is truly a quality human being, and he has my highest possible recommendation.

Academically, Divij is without equal. His natural intellect is incredibly impressive; his immediate grasp of concepts that challenge other students gives him a considerable advantage in the classroom. However, unlike many other gifted students, this does not stop him from engaging with the material and with his classmates. For him, his understanding of the material and the concepts is simply a starting point. He is curious and motivated, and is unfailingly present in all of our activities and discussions. He nods in agreement and tilts his head with questions, and I am always sure that he is listening, thinking, processing. He works well in collaborative settings, and is a natural facilitator. The other students respect his engagement and his integrity, and he elevates his entire group based on his own attitude.

As I've already begun to talk about the qualities other than his intellect that recommend him, let me pause for a moment and simply say that among the students that I am lucky enough to teach this year, Divij is one of the best in every measurable area—not only in academics. He is kind, thoughtful, calm; he is cheerful, hardworking, and mature. I am happy to provide specific examples to support these platitudes, but at some point, the compliments really start to seem disingenuous and exaggerated—when the truth is, they aren't even close to enough. If I were the head of a committee, or the president of a university, or an employer, and Divij was my employee, I would be thrilled. The Youth Advisory Committee will be well served by this young man; in truth, he will help the YAC community be its best.

If you give him this opportunity, I can assure you that you will be happy with your decision. Please contact me if you have any questions, or if I can give you any further information about Divij Muthu.

Sincerely,

Rebecca Briggs
AP Language & Composition Instructor
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5833

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Mannat

Last Name*

Nagra

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to join the City of Dublin Youth Advisory Committee because it allows young people like me to participate in local politics and positively impact our community. Being a part of YAC will also give me excellent leadership chances, allowing me to develop my leadership abilities and collaborate with others who share a similar outlook on our community's future. By focusing on problems that affect young people, such as mental health, education, and social justice, I hope to bring positive change to my community. YAC will also further help me develop my leadership and public speaking skills. Additionally, it can assist me in acquiring abilities like project management, decision-making, and problem-solving skills. As a member of YAC, I will also have the opportunity to learn more about the responsibilities of various political positions, how local governments work, and how policies are created and affect communities. Overall, YAC would be a great learning experience for me and give me a way to give back to my community at the same time.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

The skills that make me a strong candidate for the YAC are my ability to work well with others, which is essential, especially in a position requiring collaboration to address concerns. I also have excellent listening skills and the ability to understand multiple perspectives. This ability will help me effectively represent the problems of the youth in my community and offer various solutions to these issues. I want to be a voice for others who don't have a say so change can be implemented and positively impact my community. I also enjoy being able to help others which led me to coach an 11-year-old girls' soccer team last year, which was an outstanding leadership and personal development experience. This allowed me to improve my leadership and communication skills which are essential to being a member of YAC since you are the voice and leader for the youth of Dublin. I'm also adaptable, so if any last-minute requests or changes need to be made, I'm willing to work and rearrange my schedule to accommodate them. As many rely on the people part of YAC to implement certain changes and meet specific deadlines for certain tasks, responsibility plays a significant role in this which is one of my strong skills aside from collaboration with others and listening skills.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

The youth in Dublin are currently facing stress and pressure from school due to the high standards expected from peers and parents. This has led to negative impacts on students' mental health. Classmates and I have talked about this issue, and even though my school has tried to implement resources to help alleviate stress and reduce pressure, many students still feel enormous amounts of pressure and stress from school. Especially in today's society, high standards are put on students, especially by parents who push them a lot. This causes students to feel stressed that if they don't perform up to those expectations, they aren't good enough or they won't have a future. The YAC could address these issues by partnering up with mental health organizations which can help raise awareness of the impacts of immense pressure caused by school. Partnering with these organizations can facilitate informational meetings, workshops, and support groups. Informational meetings would cover the effects of academic stress on students' mental health and how to alleviate such effects. Hosting informational meetings can also break the stigma associated with mental health and encourage teens to take advantage of the resources offered. The YAC can advocate for more reasonable academic expectations and promote the importance of self-care and mental health awareness among students. These actions can improve the student environment, making it more encouraging and positive.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the 2023-2024 school year, I will be involved in competitive soccer from August to November, and at the same time, I may be coaching a soccer team for about 3-5 days a week. I will play high school soccer for DHS from November through early February for about 4-5 days a week. Even with these commitments, I can ensure that I can set aside time for YAC.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

To involve more teens in community events, I propose utilizing social media to spread awareness. Social media is an effective way to spread information about upcoming events because so many teenagers can access it. Additionally, collaborating with local businesses and organizations that appeal to teenagers helps broaden the reach of the information and adds extra resources for these events. Further, the school can encourage involvement and spread information on community activities by including them in morning announcements, weekly newsletters, school newspapers, or thru flyers. Teens' participation and support of the community can be increased by encouraging them to talk about and share information about these events with their peers. Another successful strategy for encouraging teen involvement is offering incentives, such as the chance to meet new people, volunteer hours, or free food. We can involve more teenagers in community activities and create a better sense of unity and support in the community by taking advantage of these effective strategies.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Mannat Nagra Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 17, 2023

To Whom It May Concern:

It is with my sincerest pleasure that I am writing in recommendation of Mannat Nagra as a potential candidate for the Dublin Youth Advisory Committee. I have the honor of being Mannat's English teacher in her sophomore English class (2022-2023), and I am pleased to inform you that the qualities she has shown in my class speak to her ability to make positive contributions to her future endeavors in your committee, as well as in our society as a whole.

Mannat stands out to me distinctly, as she is very respectful, shares great ideas and contributes to the rapport of the class, and has a great attitude. She always arrives to class with a positive spirit and a constant curiosity to learn. Her contributions to our class are thoughtful and demonstrate her capabilities as a complex thinker. Each day, as we launch into the day's activities, Mannat demonstrates her eagerness through her willingness to engage closely with the texts and discussion topics we address in class. In her writing, Mannat crafts thoughtful, creative literary analysis, and she organizes her claims well. Her observations are convincing and supported by ample, well-chosen textual evidence. An example of Mannat's strength as a writer comes in the form of her final essay based on Ray Bradbury's *Fahrenheit 451*, in which students were asked to share one of Bradbury's warnings about the future state of our society and whether the warning is still relevant. Mannat constructs the argument that Bradbury cautions against the overuse of technology, claiming that it disrupts authentic human connections. Mannat makes several strong claims, and she draws effective textual evidence showcasing how this issue plays out within the story of *Fahrenheit 451,* particularly regarding the relationship between the main

DUBLIN HIGH SCHOOL
A GOLD RIBBON SCHOOL
8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

protagonist and his distant wife. Mannat's detailed observations are astute and a testament to her high level of analytical thinking, as well as her own awareness of societal issues and her aspirations to address concerns such as the ills of technology overuse. Additionally, Mannat wrote a well-researched Op-Ed Article, in which students were asked to write about a recent cause for which they would like to raise awareness and advocacy for change. Through her Op-Ed Article, Mannat raised awareness about the injustice of the Uyghur-detainee work camps in China. Mannat makes numerous well-researched claims, and her writing is wise and infused with concern. Her tone is genuine and impassioned, leading me to the impression that she cares deeply about social issues and wants to make positive change in not only our community, but in societies beyond our own country, as well. In conclusion, Mannat would be an ideal leader and contributor to your committee. In addition to her strong academic strengths, she works particularly well with her peers in group assignments, as well as discussions. She is a sweet, considerate and thoughtful team player. She listens to her peers attentively, while also contributing her own opinions in a humble manner. With her strong academic and interpersonal skills, Mannat is a wonderful candidate for your Youth Advisory Committee. Please do not hesitate to accept her!

Sincerely,

Carmen Chan

Dublin High School English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5851

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Neha

Last Name*

Nagra

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

I will be attending Fallon Middle School in the 2023-2024 school year.

What grade will you be in during the 2023-2024 school year?*

I will be in 8th grade in the 2023-2024 school year.

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to join the Youth Advisory Council because I want the opportunity to leave a lasting impact within my community and make a positive difference. I think having a safe and inviting city is crucial, and I am confident that I can bring change forward and assist the local community. Dublin is a fantastic city, and I can do a lot to make it even better. I have always been passionate about assisting others and ensuring everyone feels safe and their voices are heard. I would love to pursue this desire throughout the rest of my academic school years up until 12th grade. Serving the community in this way is a significant step toward fostering change for our community, and I would be thrilled to be a part of it.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I'm very responsible, inspiring, and resourceful, making me an excellent candidate for the Youth Advisory Council. I think having all of these characteristics is crucial if you want to lead. Another thing is that I'm able to build solid relationships with others and communicate well. Since I genuinely care about my community, I am confident that I possess all these qualities and can help my community change for the better. To put it more precisely, each of these traits helps improve Dublin since each of them is necessary for supporting my community. To implement change, one must be on top of their game. This means that anytime an issue arises, one must always be prepared to find a solution. I can tell you that I am capable of doing this. I've always had incredible leadership abilities, which I developed during middle school while participating in leadership development programs. I'm applying for student council for the following year and another leadership council for my eighth-grade year which will also allow me to strengthen those skills further.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Issues that I think teens in Dublin are struggling with currently would be school and social pressure. As a student myself, I also deal with the immense pressure and standards put on me, whether it's my parents or peers. From my perspective and others I have talked to, we feel that all Dublin schools are full of a lot of pressure, mainly due to peer pressure. Since the schools here are very competitive, it causes other students to feel pressured that if they aren't at a certain level like their peers, they are not as bright as them, which causes them to lose self-confidence and put immense pressure on themselves. School is stressful, especially with today's society's expectations, colleges, parents, and peers. Social pressure causes teens to put more pressure on themselves to meet the expected expectations, leading to loss of confidence, stress, anxiety, burnout, and overall a negative impact on their mental health. The Dublin youth advisory council can address these issues by pushing for more mental health resources like counselors, support groups, mental health awareness outreach, and even events that help students alleviate the stress that they may be feeling. YAC can also encourage students to take advantage of these resources since many students don't because they think that others may judge them if they take advantage of them.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be participating in volleyball for school and club volleyball competitively. I will be occupied in this 2-3 days a week for about 3 hours from August to May. However, I will be able to devote my time to the Youth Advisory Council and will be able to make it to all the meetings that will be held.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get teens to participate and be involved in the community and teen events by spreading information on the events through social media, which many teens these days use. I would create engaging posts on my Instagram story and account to increase awareness of these events. I could highlight certain events that will occur that I think teens would be interested in and emphasize certain activities at those events that would interest them. Another way that could help teens in Dublin to come out to our events is to partner up with other organizations for fundraisers. We should partner with popular local businesses that most teens enjoy attending. If they participate, we could offer benefits and opportunities, which may make them want to be included in the events even more. For certain events, I could also highlight the benefits of it, ex: making new friends, exploring new activities, etc. I would also encourage classmates and friends to attend these events and maybe even participate in helping out with the event.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Recommendation - Neha Nagra.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

It is my pleasure to recommend Neha Nagra for Dublin's Youth Advisory Council. I am Neha's 7th grade science teacher this year. She is a very bright student with a strong interest in math and science. But what stands out most for me is Neha's upbeat, positive personality. Her warmth and good nature is what draws people to Neha. She would be a natural person to serve on the Youth Advisory Council for Dublin.

Stephanie Louris, PhD
7th grade science teacher
Fallon Middle School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5708

Date Submitted: 3/19/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Maxim

Last Name*

Nesterovich

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Wells Middle School

What grade will you be in during the 2023-2024 school year?*

7th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the YAC because I feel like I could make an improvement to the city of Dublin for the better, and propose ideas that will benefit our society and that could be implemented in Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

Since i live in a house with two smaller siblings, I know the struggle when it comes to finding something fun to do. And since I know the struggle, I feel like I would be able to take this into consideration and come up with ideas on how to entertain children in Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that teens are dealing with the issue of having to spend time driving to activities outside of school. The YAC could address that problem by making schools have more activities that could be practiced during time after school inside the schools themselves. This will help students bond with each other and hopefully help them gain interest in new activities.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the 2023-2024 school year, I will be involved in swimming, wrestling, piano lessons, and an advanced math course, integrated 1. I will be able to devote time each month for YAC meetings and activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

As I learned from school, news travels really fast from person to person, so I feel like spreading the word to other teens is the best way to get them interested in being involved.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not recently attended a YAC meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

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Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

WELLS MIDDLE SCHOOL

Mark E. Neal, Principal
Matt Britten, Asst. Principal
Erika Brown, Asst. Principal

William Birge
Wells Middle School
[redacted]
Dublin, CA 94568

To Whom It May Concern,

It is my absolute pleasure to recommend Max Nesterovich to serve on the City of Dublin's Youth Advisory Committee.

I am both a resident of Dublin and a teacher at Wells Middle School and I have the privilege and joy of having Max both as a neighbor and as a student in my science class this year. Over my nineteen year career I have had the privilege of teaching many excellent students and I count Max among them. Max is, quite simply, a wonderful individual and is the kind of student that raises the meaning of excellence and elevates a classroom. Max achieves this through his character, dedication, and participation.

To meet Max is to experience his respectfulness and genuine graciousness firsthand. He is just a wonderful person, first and foremost. Max is always ready with a friendly greeting and gets along with everyone. He is respectful of, and respected by, both peers and teachers alike.

In class Max is the kind of leader we need today, one that leads by example and models being an excellent student. He is always willing to help another student in need, is on task and organized, is an active participant in class discussions and activities, and is a great collaborator. I can always count on Max for his insightful contributions and questions that elevate my class discussions and lessons.

Therefore, as someone who knows Max and is a Dublin parent with children that benefit from YAC activities, I am very confident that Max has the qualities that Dublin's Youth Advisory Committee is searching for and her membership will elevate both the YAC and our community.

With deepest regards,
William Birge

Wells Middle School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5766

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Shuchi

Last Name*

Pannala

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Wells Middle School

What grade will you be in during the 2023-2024 school year?*

8th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the YAC because I love volunteering and getting involved in my local community. Last summer I participated in the 2022 LEAD program in Dublin, and there I had the opportunity to volunteer at summer camps (by helping the counselors). I also took formal training as part of the program. I really enjoyed this experience and look forward to participating again. I have also been volunteering to teach conversational English to (now) high schoolers in rural India for the past 3 years over virtual sessions. Iâ€™ve really enjoyed doing this as well, and the cultural exchange that came along with it. I also brought in two of my friends to join me in doing this, and weâ€™ve all had a lot of fun.This is where I developed my interest in leadership and volunteering and would now love to do more in my local community.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Some skills I have that could help me in YAC would be: LOCAL VOLUNTEERING AND LEADERSHIP EXPERIENCE WITH THE CITY OF DUBLIN: LEAD PROGRAM IN DUBLIN SUMMER OF 2022 - Last summer I participated in the 2022 LEAD program in Dublin, and there I had the opportunity to volunteer at summer camps (by helping the counselors). I also took formal training as part of the program and learnt a lot on being a Dublin Lead. This program has taught me good leadership skills INTERNATIONAL VOLUNTEERING AND LEADERSHIP EXPERIENCE: I have also been volunteering to teach conversational English to (now) high schoolers in rural India for the past 3 years over virtual sessions. Iâ€™ve really enjoyed doing this, and the cultural exchange that came along with it. I also brought in two of my friends to join me in doing this, and weâ€™ve all had a lot of fun. This initiative taught me a lot about being disciplined, time management, creating interactive sessions, dealing with teens from varied backgrounds, and cultural variations. PUBLIC SPEAKING AND VOICING OPINIONS: I have been doing Speech and Debate for about 2 years. This includes participation in a Model UN (Model United Nations) club for a few months, after school debate club at Wells, taking online coaching from top debaters, as well as participating in coaching and competitions led by the Dublin high school students I am currently enrolled in advanced acting/drama at school and have done several theater workshops and performances including lead acting roles in some initiatives. I also recently emceed for the Wells middle school talent show. I feel these experiences could help me in YAC, since Iâ€™m used to speaking in public because of them, and would make me more confident to speak in front of the committee and express my opinions. WRITING SKILLS - AUTHORED A CHILDREN'S STORYBOOK: I authored an illustrated childrenâ€™s storybook, â€œKnight before the first day of schoolâ€. It is available on Amazon and other online bookstores. I feel my writing skills can help me put my thoughts across at YAC, and also help with any communications, such as flyers and other content that we can develop to engage teens.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Iâ€™d like to highlight two specific issues Iâ€™ve noticed in recent times: NOT ENOUGH FOOD IN PUBLIC MIDDLE SCHOOL CAFETERIAS: When students get free school lunch from the cafeteria, most of the time it isnâ€™t sufficient for their appetite. A solution to this problem could be to add leftover lunches to the snack bar (where students can pay for additional snacks such as chips or frozen yogurt) at school. If we add them to the selection of snacks here, then students can get a second serving of the food that they have for lunch if they still are hungry (by paying for it). I noticed that they implemented this solution at another school in San Ramon district that I temporarily attended. The YAC could probably brainstorm more ideas about this, and present it to DUSD, to implement a solution to the problem. MANY TEENS AREN'T VERY INCLUSIVE: Iâ€™ve noticed this problem in two middle schools that I attended this year - Some kids arenâ€™t very inclusive. When new students join new schools or move into a new city, many times existing students ignore these kids and donâ€™t easily include or welcome them in their groups. I think this could be because they have already got their own groups and friends, or perhaps they just donâ€™t want to invite new people in their circle. Iâ€™m not fully sure of how we can solve this problem yet, but if I get into YAC, I would like to bring this up. Hopefully with everyoneâ€™s input we can figure this out These are two important issues that I think we should address quickly. If we can fix it sooner, maybe we could roll out solutions for the upcoming school year of 2023-2024.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I understand from the website for YAC, that meetings are conducted every fourth Wednesday of the month. If I am able to join the YAC, I would prioritize it, and not schedule anything on the meeting days. I am currently involved in and plan to continue a few activities after school such as debate, Stanford Math Circle, acting/drama, and basketball, but I believe I would be able to manage these activities along with YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

To spread the word about upcoming events and activities, I would do the following: SPREAD THE WORD WITH ANNOUNCEMENTS AT SCHOOL: I would talk to my middle schoolâ€™s office staff to check if we could announce the events in the daily announcements that happen every morning. I attend Wells Middle School, and we could ask the kids in the committee that currently go to Fallon, Dublin High, Cottonwood, and the new Emerald High School to do the same thing. All the teens in Dublin will be attending one of these schools, so this way itâ€™ll be easy to spread the word. SPREAD THE WORD WITH FLYERS: We could create our own flyers to hand out around the city or place in mailboxes. We could also post them around Dublin like on bulletin boards and other places commonly checked for events. FREQUENT EMAILS TO CITIZEN OF DUBLIN: We could also send emails to everyone in Dublin (or ask DUSD to send them to all middle and high schools) to make sure everyone knows about all thatâ€™s happening around. For the Anti-Vaping PSA contest, the district sent emails to all students in middle and high school, and it seems like the idea worked. We could do the same thing. WORD OF MOUTH: And finally, we could all speak to our friends and classmates and spread the word about events happening by telling them in person. Once they hear about it and they feel itâ€™s interesting to them, they may tell their friends about it, too.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I havenâ€™t attended any of the meetings yet, but I have taken a look at the agendas and minutes of a few past meetings to get a better understanding of what YAC does. One thing that really interested me was in the minutes for the January 25, 2023 meeting, where everyone was able to join a separate group to volunteer at one of the following events: - Eggstravaganza - St. Patrickâ€™s Day Fair - Teen Job Career Fair - Hackathon Iâ€™m excited to do similar things for the committee! Hopefully, Iâ€™ll see you next year!

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

doc 1.jpg

Upload 2nd Letter of Recommendation (optional)

doc 1.jpg

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Heather Smith
Science Teacher
Wells Middle School
[redacted]
[redacted]
Thursday, March 16th, 2023

Dear City of Dublin- Youth Advisory Committee,

As Shuchi Pannala's science teacher, I formally recommend this student for a seat on the Youth Advisory Committee.

I have taught Shuchi in science class for the past year and she has been an impressive, creative and hard-working student. Shuchi has also displayed a high level of maturity and intellect in science as well as a strong enthusiasm to learn more in this subject.

On many occasions, Shuchi has displayed her commitment to her community. For example, she loves to volunteer her time to help others. She has been teaching an online spoken English class every week for students in high school and she has really been enjoying the cultural exchange that comes with it.

Shuchi has also been doing Speech and Debate for a couple years as well as Model UN (Model United Nations) and acting/drama at school; All of which give her added practice as speaking in public. I feel that these skills would make her an asset as part of your team.

I have no hesitation in recommending Shuchi for a position on the Youth Advisory Committee. I am confident she would be an asset to your team

If you have any further questions, please contact me at [redacted]

Yours sincerely,

Heather Smith
Wells Middle School
Science Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5793

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Norah

Last Name*

Parampath

Street Address*

[redacted]

City*

DUBLIN

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

The Quarry Lane School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Green. That's all my 10-year-old self could see as I stood on the edge of Dublin boulevard, squished under a blur of bodies all decked out in an assortment of green hats, streamers, and beads that seemed to beam against the March midday sun. The sound of trombones began to reverberate through the streets; the St Patricks Day Parade had started. I was immediacy hoisted up onto my father's shoulders to be met with an ariel view of the same crowd that had crushed me just minutes before. I could see every shade of green glimmering against the black road filled with marching bands walking down the path in tall strides. That moment sparked a desire inside of me; I wanted to see everyone and everything inside Dublin despite my age. As I began to grow older, I found myself in more and more opportunities to connect with the community I once felt unseen by. It seemed impossible initially, as someone who spent their lunch time delving into the next Harry Potter book, but as time went on, I began to speak up more and more. I practiced raising my hand and speaking confidently in the solitude of my own room until, eventually, I began to speak up in class and felt that facade of confidence blur into reality. I began to pitch my ideas to my girl scout troop, who I eventually worked with to create a small sidewalk library for the kids in my area whose parents' work schedules prevented them from going to Dublin's public library. Needless to say, I've changed a lot from my 10-year-old self, but one of the most integral differences is how I perceive my abilities as an adolescent. I used to view my age as that thing holding me back from reaching my true potential, as though it's the catalyst for my faults. Now, I only see it as further motivation to grow. Armed with this mindset shift, I've seen my abilities flourish, and I feel confident in my capacity to introduce new projects and contribute to old ones in a way that strengthens the Dublin community and its youth. I have seen in previous years how members' discussions about ideas like the Youth Mental Health Forum have improved Dublin's population and youth, and I would love to be part of those discussions. I believe the City of Dublin Youth Advisory Committee will be an incredible opportunity for me to express and execute my ideas about improving dublin.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Through my experiences completing numerous community service projects, including my silver award through girl scouts, I am able to execute and plan projects whilst still abiding by realistic guidelines. My prior experiences planning camps, fundraisers, and toy drives have taught me time and resource management and how to collaborate with others to solve roadblocks properly. I have prior experience interacting with members of the Dublin community and council as well. Through my school's JSA (Junior State of America), I was able to interview council member Jean Josey about issues that were important to my peers and me. This experience gave me knowledge about the council system and its current set of priorities that I believe would be valuable to bring to the YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Mental Health has been a primary issue among teens in my community. Despite how individual this issue seems to be, I believe the YAC could continue to set up opportunities like the Mental Health forum to provide more outreach communities. In my old school (Fallon Middle School), PEAC was a widely effective club that helped students find someone to talk to in effort to potentially improve their mental health. This peer-to-peer interaction that has worked in Fallon Middle School could be done through a larger forum like the YAC. Additionally, I believe YAC can work to create more events centered around the arts as it can be a substantial outlet for teens struggling with their mental health and just overall better the community. I believe YAC could work more closely with the high school to put on events surrounding visual arts to potentially display teens' artwork and create new ones. YAC could additionally work more closely with the high school's theater department to help them put on a more large-scale productions.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am involved in Girl Scouts, Debate, the Magazine Club, JSA, and art camp. As most of these activities occur in school, I will have time after school for YAC meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

As head marketing director for my school's magazine club, I know how to utilize social media marketing for events, fundraisers, and clubs to best appeal to the younger generation. This also means that I know how to write/speak about events in an enticing way. Because of Girl Scouts, I have been thoroughly intertwined with the Dublin community and have prior connections and experiences advertising fundraisers with people who are interested.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

n/a

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Norah Parampath- Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Letter of Recommendation

To Whom it May Concern,

I am writing to recommend Norah Parampath to the Youth Advisory Committee in Dublin. Norah is passionate in her pursuits to understand the related topics within the social sciences sphere and applying them within her community. She is serious in building her awareness of historical movements, especially in considerations of the impacts they have had on modern communities, and within the social, economic, and judicial spheres of society. She is highly interested in understanding community dynamics and implementing activities within those communities towards the goals of promoting diversity, inclusion, and equality.

Norah has proven herself to be motivated in gathering ideas, seeking solutions, advocating for just and fair treatment, and presenting solution ideas for consideration and implementation. As examples of her valuable qualities in a committee setting, she has demonstrated strong leadership qualities, and especially skills in cooperation, in both class and club group projects. She is involved in debate and understands the pressures of gathering information and providing clear ideas in presentations and works well in group projects that require both individual and group cohesion of information and documentation. She is highly involved in group discussions in my World History Honors class, and easily connects information and deeper meaning in texts and lecture material.

She has proven herself to be inquisitive, energetic, sociable, and quick to understand topics, and underlying implications of themes, actions, and ideas, that are presented in the educational setting. She easily conveys her ideas in clear and well-organized formats, both verbally and written, and displays a great thoroughness with her attention to detail.

I am confident that Norah Parampath would be a strong and advantageous addition to Dublin's Youth Advisory Committee, and I highly recommend her to the program and the advances that the Youth Advisory Committee develops and implements towards the betterment of the city of Dublin.

Sincerely,

Stacey Figueiredo
Upper School History Faculty
[redacted]
[redacted]
The Quarry Lane School
[redacted]
Dublin, CA 94568

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5754

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Shriyadita

Last Name*

Poduval

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Fallon Middle School

What grade will you be in during the 2023-2024 school year?*

7th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I moved to Dublin in 2021, and I love this city. I always think of how I can contribute to making our city better and find opportunities to give back. I am very passionate about advocating for preventing homelessness, promoting gender equality and inclusion, promoting kindness and civility in our schools, and preventing animal cruelty. I believe that being part of the Dublin Youth Advisory Council will give me an opportunity to meet and work with other young people who are equally passionate about this, and together we would be able to do something that helps our community.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I have been taking up activities that bring together groups of students for some time now. In my 5th grade at Kolb Elementary, I started a class newsletter and got the entire class to contribute. I am currently part of two initiatives at Fallon â€“ I am part of the Political Action Committee and a â€œPresidentâ€™s Buddyâ€ at GirlUp. GirlUp is a girl-centered leadership development initiative, focusing on equity for girls and women in spaces where they are unheard or underrepresented. I am also part of the Advisory Council for Girls4Sports â€“ an initiative run by DHS students to promote girl participation in sports. I love to speak and participate in oratory competitions (https://patch.com/california/dublin/kolb-elementary-student-wins-national-speech-competition-nodx). I love to read, and especially to research and understand the many perspectives a single problem can have! I am currently part of the â€œAdvocates of Dublinâ€ program and will be presenting my work (on engaging the youth to help with the homelessness problem) to the city council in the coming weeks.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that the teens in Dublin deal with many of the same issues as the teens in other US cities, but I can think of some issues that are specific to us. One common issue all teens face is bullying (both cyber and physical) in schools and in other settings, along with use of racist, sexist, and homophobic slurs. Even though the school district has strict policies against bullying, such incidents still exist. The YAC could help with sponsoring and promoting anti-bullying peer support groups at school. Another relevant topic is the interest in trying out Vaping. The YAC could promote a citywide Anti-Vaping campaign to spread awareness about the dangers of Vaping. Some issues I think are more specific to our city include the high-pressure academic expectations and highly competitive schools. The YAC could help with program that aim to promote mental well being and help students with support groups. The YAC could recruit recent graduates and young professionals from our city to regularly talk to our high school and middle school students about their experience coping with high pressure competitive environments as well as different career opportunities that exist in the job market. The median household income in Dublin is 89% more than the state average and over 125% the national average. This means that most of the teens growing up in Dublin do not experience, or are probably aware of, the problems that low-income neighborhoods face. My parents constantly tell me about the struggles people in other parts of the country and in other low income cities face. Personally, I would like the YAC to drive some programs that make the youth in our city aware of the broader problems facing the state and the country and help us become more empathetic citizens.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Yes, I am confident that I will be able to devote time each month to contribute effectively to the YAC meetings and activities. During this coming school year, I plan to continue my involvement with GirlUp and Girls4Sports. My regular extracurricular activities include music lessons (Indian Classical), dance lessons (Indian Classical), and basketball.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I think the best way to get teens involved is to reach out to them via the schools. The YAC could organize and lead a monthly meeting of student council leaders from Wells, Fallon, Cottonwood, DHS and EHS (in 2024) to update them about upcoming teen events and city sponsored activities. The student council can then engage students in the school much more effectively. Perhaps, the YAC could sponsor a student club dedicated to promoting and helping with city-sponsored activities in each of the middle/high school. In addition, these meetings could also be an opportunity to get inputs on the type of activities and events the teens are interested in seeing. I also hope that the YAC can be an advocate to push the city council to open a Youth or Teen Center similar to the Senior Center that the city already has. The Teen Center could then act as a safe space to "hang out" for the youth/teens in our city to come together and engage.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Shriyadita_Rec_1.pdf

Upload 2nd Letter of Recommendation (optional)

Shriyadita_Rec_2.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

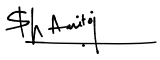
The Theater Factory
Creating actors, characters and personalities

Ish Amitoj Kaur
[redacted]

To Whom it May Concern

This is a letter of recommendation for Shriyadita Poduval. I have had the pleasure to work with Shriyadita as her Director at 'The Theater Factory'. She is a team player and exhibits exemplary leadership and acting skills. Her participation in our Original Oratory Incubator Series exemplifies her abilities to express and deliver her thoughts, which are truly exceptional for her age.

Shriyadita is a very bright child. She will thrive in and be an asset to any institution or organization. Following her current path, Shriyadita has the potential to be a remarkable asset and alumni.



Ish Amitoj Kaur

Founder, CEO, The Theater Factory

Creative Director, Rrooar Coding & Robotics Academy

To Whom It May Concern,

Mar 20, 2023

It is my pleasure to recommend Shriyadita Poduval for the position of youth advisory council member. She is an exemplary student in my classes, and has stepped into a leadership role in our Fallon Girl Up Feminist Student Union. She is highly skilled, has exemplary ethics, and is exceptionally kind and generous to her fellow students.

She has helped us greatly in our efforts to improve gender equity outcomes on our campus by assisting in the development of our various Women's History Month celebrations and organizing efforts. She has been an animated, and dutiful contributor to our discussions during our union meetings. She would be an excellent addition to your council, and will benefit greatly from the experience.

She is also an A plus student in both of my classes, and consistently provides valuable input in our classroom discussions.

Warmly,

Trina English

Trina English
[redacted]
Fallon Middle School6th Grade Core Teacher
FMS Girl Up Feminist Student Union Advisor
DEI Council Lead Facilitator
School Site Council

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5750

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Anish

Last Name*

Potta

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High

What grade will you be in during the 2023-2024 school year?*

12

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I have been involved in different community programs. Through our school communication I came across YAC. I have been Dublin resident from last 13 yrs. I want to be part of this program to serve our community, advise local leadership on issues facing youth, provide ideas for youth program, work on youth program initiative, gain college and work/internship preparedness, and make connections and friendships. I want to make Dublin a great place for all families/friends and make sure the community is great community. We have lot of teen talent in Dublin and I would like to initiate small group and programs and showcase talent to Dublin and beyond.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I have different skills and make me as strong candidate for YAC. 1. I have 2 yrs. community service for about 220+ hrs. 2. In my current school year, I ran campaign for HOCO Royalty and student chosen me Royalty winner. 3. I have working experience by tutoring children at Kumon as of now, Math Olympiad and tutoring children through zoom with subjects that they have struggles in. Overall with the work experience that I have I can prove and show that I can be a strong candidate for my city and improvise/make Dublin a great city.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

- An issue that all teens that are dealing in Dublin is that students need more programs in school with the sufficient funding so all teens can succeed above and beyond. Programs could be up to 2-3 programs a month in school by having the option to go or not. Also we can call out different parents and startup companies and give a broad idea about the company and experience on technology, entrepreneurship, etc. Usually budget always become one factor. Using Dublin residents resources is one way get lot guidance to teens is helpful, also perform fundraisers to sponsor for events, mentors and advisors from working companies to organize events as needed.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently in Dublin High Junior Varsity member in Tennis. Also I work weekly once on Kumon to teach other kids. Next year I will be doing tryouts for Tennis to be selected in Tennis team as one of the activity. If I got opportunity to serve in YAC, I will definitely devote my time to work for teen community needs propose different ideas and work on different teen initiatives.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Create a community channel to spread word through school and other channels to subscribe provide updates on different initiatives, Once the city has initiatives for teens, posts could be spread out through community channels, communication to all students, and through social media accounts to reach out to teens and parents. Another way of sponsoring different city activities is giving the work to our school district so they can spread the word to all students and they are more likely to participate in the City-sponsored activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Anish Potta Recomendation Letter.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Empower And Excel
Together we can do it!

To Whom It May Concern:

I had the pleasure of working with Anish Potta for the past two years as a mentor and director for his community services at Empower And Excel non-profit organization. I am more than happy to recommend Anish Potta as your new talent to the organization. Empower And Excel's mission is to empower youth to give back to the community by involving in community service.

Anish has been actively involved in our youth volunteer service programs. He has made a fine contribution to the community in need. He has assisted in diversified projects through our organization's service activities, including cooking & serving at homeless shelters and donations drives. His favorite activity is to serve the unhoused population. He became a dependable volunteer with his persistent efforts and commitment to the community. Just between April 2022 to Mar 2023 alone, Anisha has given 150 hours to the community.

I have found him to be a diligent individual who is always willing to help others and easy to work with. His caring nature and personality allow him to work well with others, as he always respects others. I recommend that you accept Anish's application and consider him for the position he is applying for. I am sure he would not let you down and would be as great an asset to you as he has been to our organization.

Please contact me if you have any questions or want to know more about him.

Sincerely,

Ayesha Charagulla

Ayesha Charagulla
CEO
Empower And Excel
San Jose, CA -U.S.A

P.O. Box 21555, San Jose, CA – 95151 Phone: [redacted]
info@empowerexcel.org www.empowerexcel.org www.facebook.com/empowerandexcel

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5858

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Nikhil

Last Name*

Prabhu

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Being part of the Youth Advisory Council would be an honor, as I would be able to represent the teenage population of Dublin to the best of my ability at a citywide scale. My first reason why I am interested in joining the YAC is to find ways to allow teens to showcase their talents on a city and community level. One such area of leveraging these talents is through computer science. Currently, I am working on developing a mobile/web app that connects restaurants that have produced excess amounts of food that hasnâ€™t been served to homeless shelters that are desperate for rations. In addition, I am putting together a non-profit that aims to teach the basics of computer science in foreign countries that might not have access to adequate resources and assistance. It is essential for teens like me to become active in their communities, and try their very best to make sure that people in lower-income communities are given the aid that they require. Being part of YAC would also give me the platform I need to work with likeminded peers to solve problems we are passionate about, such as climate change, youth mental health, racial inequality, crime, and more. We would be able to gain the insight of prominent community individuals, such as the mayor, to create awareness events and forums where community members could communicate about their experiences, and we could come to a consensus and create a vision for the future we want to achieve in the city of Dublin, one person at a time.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I believe that being part of YAC requires me to be a strong community leader, and I have demonstrated this through various ways. I would personally describe myself as a problem-led leader; this is how I can work at my best. I have realized issues with varying magnitudes in my community, and have tried to lead an initiative to solve those problems. One such instance is noticing the lack of knowledge in the areas of finance among my peers. As a result I have founded and and am currently running the first-ever entrepreneurship club at my middle and high school to account for this gap. In this club, I would select important concepts to discuss with my fellow peers. Some of them include new product concept brainstorming and implementation, the structure of a corporate company, types of investments, and more. With this knowledge, members were able to pitch their very own products in a Shark Tank-style competition that involved Silicon Valley professionals. I continued the club in high school, where I arranged entrepreneurship competitions to participate in, such as the Junior Achievement Company Program. On top of this, we are participating in prestigious investing competitions. Our club has more than 40 members, so I am proud that we are making an impact on so many entrepreneurs. A second example of this is realizing the degradation of mental health with both adults and children. But unfortunately, this issue has been disregarded, due to it not being considered a serious issue. But a few peers and I decided to step up and take charge to alleve this issue. I became the Chief Sales Officer of the company, Plant the Seed. The companyâ€™s mission is to facilitate creativity and advocate for mental health through natural means. We have created a customizable mini verdure vessels which consumers can grow their own plants with! It has been proven that growing a plant can drastically reduce stress levels, so this is a great way for toddlers to seniors alike to wind down, relax, and connect with nature. As part of sales, I have connected with multiple prospects to establish partnerships to become profitable, and have raised $500. Just recently, we participated in the annual Saint Patrickâ€™s Day Fair, and sold dozens of products. Our profits were sent to the Child Mind Institute, which is an organization that aims to improve the mental well-being of children all over the world. An integral part of the committee is spearheading volunteer events to serve the community, and I believe I have a plethora of experience with this, due to my participation in my Scouts of America Troop. Through dedication and hard work, I was honored to achieve the pinnacle of the program, earning the distinguished rank of Eagle Scout. Throughout my scouting tenure, I served as Patrol Leader and Assistant Senior Patrol Leader, planning and executing service projects for the community such as building structures for religious centers and leading conservation projects. This lead me to earn over 50 hours of volunteer work, and have over 20 nights of camping experience, where I had to plan logistics and leading a group of scouts through overnight outings in the wilderness. Next, through my robotics team, I have proved my propensity to enrich the values of STEM in my community. I was able to write and receive several persuasive grants from the likes of NASA, the Lawrence Livermore National Laboratory, and East Bay Community Energy. The team has earned over $20,000 in funds, and we have used this money for education programs, and to buy laptops for students who were unable to afford them. On the side, I collaborated with peers to publish the first ever newsletter, and have participated in a few community events. To conclude, I possess a diverse range of skills and experiences, including leadership, event planning, volunteer work, and raw community connection, that makes me a strong candidate for the YAC.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that teens in Dublin are currently dealing with the issue of lacking apathy for philanthropic work. As a teen, I believe that we are in an ivory tower, and it is important that we use our privilege to help others. One way to do this is by leveraging the YAC to find ways to unlock the potential of young individuals, for the benefit of our own community. This can especially be applied teens who are looking to differentiate themselves in college applications, and they can be able to do this by making the difference in their communities. Through YAC, I plan to recruit teens who possess various skills and academic backgrounds to come together and help out a target community. For example, I could organize a technology drive to donate computers and other technical essentials for children in â€œthird-worldâ€ labeled countries, who donâ€™t have access to resources we currently do. This would require individuals from the backgrounds of technology, business, and marketing to come together and find a method to accomplish the end goal. I am sure that we have many passionate candidates that would be willing to get the job done. Additionally, mental health is an important issue that needs to be addressed. A possible solution could be to create an AI app that serves as a student assistant, entertaining students, helping them manage time, and aiding them with academic problems. I could use the YAC as a platform to roll it out by getting a development team together, and we would be able to hone our skills in programming to prevent mental health issues from worsening in magnitude. We could also hold mental health forums with the community in order to address these issues as a collective, and find solutions that will actually play out. By addressing these issues, we can help our community thrive and become more inclusive as a whole.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Here are the following activities I will be taking a part of in the upcoming school year -Entrepreneurship Club -Boy Scouts -Nonprofit -App Innovation Idea -FBLA -Science for the Bay nonprofit -My Alcohol Stories nonprofit With the current YAC scheduling, I would be able to attend all the meetings. As for devoting times for activities, I am confident I can find time for issues I am passionate about. I will devote some time every weekend to work on pending tasks, and set reasonable deadlines for myself and other councilmembers.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Getting other teens involved in my community is one of my main focuses at the council. I plan to promise volunteer hours to teens in order to incentivize participation in events. In addition, I want to host more competitions in specific skill areas, so that we ensure that more young children are able to showcase their talent, or discover a passion they thought they would never be a part of! One example I can think of is hosting a hackathon or a maker fair, where the youth are able to participate in this event to showcase their innovations. What this means for the community is that more children will feel a connection with Dublin (as they are able to engage with other citizens, exhibit their talent at a citywide scale), and hopefully use their intellectual ideas to positively impact others. A great incentive which could be leveraged is doling out leadership positions to teens that deserve them. That way, we have a dedicated team, willing to put in the work to make our events successful. I have a plethora of experience with marketing, which comes from robotics. I was able to market the teamâ€™s robot and effort in our competition in such a way that we were able to win the Judgeâ€™s Award. I also worked to increase our member count by over 150%. I will transfer these skills to the council, and guarantee our city is able to support the next generation of artists, athletes, scientists, politicians, and everything in between.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended any of the meetings, but I have been checking the meeting notes and agendas. I really thought the hackathon that the council was working on was a unique idea, and I think we could build something off of that by connecting with tech companies or small businesses looking for youth talent.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Recommendation Letter for Nikhil Prabhu (2).pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 21, 2023

To Whom It May Concern:

It is with great pleasure that I recommend Nikhil Prabu for participation in leadership programs!

First, an introduction: I am Brad Vereen, Advanced Placement (AP) Chemistry teacher at Dublin High School in the Dublin Unified School District in Dublin, CA. I have been a teacher for 20 years, at levels ranging from 6th grade science to lecturing in graduate courses in the School of Business and Economics at CSU East Bay.

Nikhil is a student in my AP Chemistry class. At DHS, AP Chemistry is a University of California (UC) "d" lab science. It is typically taken by students intending to take the AP Chemistry exam, and to qualify for admission as a STEM major to the University of California (UC) or the California State University (CSU) systems. AP Chemistry is a rigorous, lab-based STEM course for serious students.

In class, Nikhil is an active participant, and he works well with peers and adults. He functions well on a team, and he enjoys group activities. Outside of class, I note that Nikhil is, among his other accomplishments, an Eagle Scout. His resume seems centered on service activities as well as academic competitions and athletics. .

Please contact me at [redacted] if I can answer any further questions about Nikhil's qualifications.

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5719

Date Submitted: 3/21/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Ishita

Last Name*

Prasad

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

9

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I have been a Dublin Youth Advisory Committee member for the year 2022-2023. Being a part of the YAC has given me insights on how the YAC is trying to help not only the youth of Dublin but also volunteering in activities for seniors, job fairs for people, etc. Participating in the YAC meetings and volunteering in the YAC activities have given me a sense of purpose for helping the people in my community. Some of reasons I want to become a member of the YAC are: a. I like helping and volunteering for different activities for the City of Dublin as part of the YAC b. I am good at organizing events and would like to continue doing it for the year 2023-2024 too. Some of events I liked were the seniorsâ€™ event, the job fair and the ad hoc Hackathon committee. c. I have experiences of starting and running a business like the one I did for baking with my friends during the pandemic or more recently a lip gloss and lip balm business. This allows me to be involved in participating in planning activities like planning for ingredients, surveying and defining prices, making brochures and business cards, marketing and selling the products. This has let me learn how to organize and execute the programs which has been helpful and will continue to be helpful in my role as a member of the YAC. d. I am creative and good at arts and crafts that can be helpful to the YAC and its activities. e. I also want to be in the YAC because I want to spread positivity, take on leadership roles as well as I want to help my community. Adding on, the YAC is a great opportunity to learn about my city Dublin, and it can help me do well in high school. f. Finally, it will allow me to understand the Dublin City activities better and I will be able to get more friends and classmates involved in the advancement of the City of Dublin.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I am very interested in joining the Youth Advisory Committee again and I really enjoyed the last term for the Youth Advisory. a. Some skills I possess that will be important are problem solving, communication, Creativity, and leadership. I am very organized ad always try my best. I have done a lot of volunteering which involved these skills. b. Something I have done in the past was volunteering at a preschool over the summer for around 7 weeks. At the preschool, I worked with younger kids and other volunteers and had to communicate and be able to teach them. c. Another example of when I had to use these skills was a few years ago when a few of my friends and I created a baking business. One of the biggest challenges was that I lived far from them, and it was during covid, but I still collaborated and communicated with them so we could make our business successful. Even though it was in the middle of Covid, we were still all able to deliver all the baked goods. d. Recently, I started a lip balm and lip gloss business with 2 of my friends. We had to plan right from the ingredients, flavors, packaging , printing and selling the products, which used planning and organizing activities. e. I have volunteers for the seniors event, job fair, the St. Patrickâ€™s Day Celebration, working in the ad hoc committee for the hackathon. I like volunteering and helping others. This is one key skill required for YAC, as most of the stuff we do at YAC is volunteering.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

The issues teens face and deal with have got compounded by the Pandemic and lock downs. a. One of the key issues that picked up prominence during the pandemic and afterwards is mental health issues. Lack of social connects lead to cases of increase in anxiety and depression. These could be social issues where teens find it difficult to socialize and make more friends. b. Secondly, the amount of homework in certain subjects and not being able to get enough time for playing and leisure activities are another set of challenges some teens face. c. Bullying continues to be one of the main issues teens face, especially cyberbullying and bullying over text messages. d. In these days almost every teen has a phone or an electronic devices like a laptop or iPad. More and more kids are getting addicted to sites like Instagram, Pinterest, shorts, reels, TikTok etc. Kids are spending more time on these and thus ending up having more screen times, leaving less time for physical activities and sports. e. Health issues are increasing as teems are spending more time online than carrying out physical activities and sports. f. Another issue that has become more common is online games/video games. Lots of teens and younger people have become addicted to games spending more than 2-3 hours of their time every day playing games. This can affect the teens' other day-to-day activities, as well as teens, will have less and less time for social interactions and outdoor games. YAC can use its activities to increase awareness amongst teens about these issues and methods to cope with them, in ways that teens will be able to relate to.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am involved in the following activities this year. a. I participate in weekly taek won do classes as well as coding classes. b. I am part of the school band. c. Youth Advisory Committee â€“ I am a current member of YAC and have able to actively participate in most meetings and activities of YAC. In the current year, I have been able to actively manage my time as well as participate in YAC meetings and activities and I believe I will be able to participate in meetings and activities during the 2023-2024 school year too.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

a. Teens are interested in creative activities and events, and these could be an useful way to get the teens involved in the community. I have informed my friends and other school mates about the activities being planned by YAC and some of them have participated in the YAC organized activities. b. Awareness activities: Many teens in middle school were not aware of the different activities that are being organized by the City of Dublin. One of the ways to spread the message would be to post flyers etc. in school boards along with getting the school district and school principal include the events information in the emailers they send to students and parents. c. Planning fun and exciting events are a useful way to get teens involved in the community. d. Events like environmental cleanup are activities that can get teens, and other people of all ages involved. Environmental clean-ups can teach teens about keeping our world clean, how trash lying around can harm our environment, and how to preserve nature. e. Charity drives can help teens understand about helping people in need, and how to donate. It could teach them to not be greedy and to be happy with what they have, because many people in the world have less than them. f. Fun Clubs like art clubs, chess clubs, video game clubs, and sports clubs are some things that will both be exciting and will interest teens. They can get involved in the community while having fun and learning new things.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Yes, I have attended YAC meetings, since I am currently in the YAC for the 2022-23 year. I have attended most of the meetings and I am on the ad hoc committee for the Hackathon. The most recent meeting of the ad hoc committee was on March 2nd. We planned the hackathon. This was my first year on the Youth Advisory and I am looking forward to being part of the YAC next year.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Reference letter from Lee (Poonguzhali Rajaraman) - signed.pdf

Upload 2nd Letter of Recommendation (optional)

Reference Letter - Namratta Berry.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

To whom so ever it may concern

My name is Namrata Berry. I live in [redacted] in Dublin. Ishita Prasad is daughter of our family friend Nandini and Prashant Prasad. We have known them since last eight years. Ishita is a good kid who loves to bake and play with her friends. She is a happy girl who always greets us with respect. She has good leadership qualities and I believe if she gets selected in Youth Advisory Committee, she will be a valued member. If you have any questions, I can be reached at [redacted] or email at [redacted]

Thank you.

Regards,

Namrata Berry

Dated: 3/20/2022

March 17, 2023

To whomsoever it may concern:

My name is Poonguzhali Rajaraman.

I live in Dublin, CA and work for WeightWatchers Inc. as Senior Manager, QE in their Digital organization.

I am writing this reference for Ishita Prasad. She has been my neighbor, my daughter's friend and her parents are our family friends for the past few years.

In my interactions with Ishita, I have found her to be entrepreneurial, responsible, who treats everyone with respect. She is kind towards the younger kids in the group, keeps them accountable and watches over their safety when needed.

If given an opportunity to be part of the Youth Advisory Committee, Ishita will acquire leadership skills that will not only help her but also the community she lives in and the city she calls her home.

If you have any questions I can be reached at [redacted] or email at [redacted]

Thank you.

Regards,

P. Poonguzhali

Poonguzhali Rajaraman

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Print

Youth Advisory Committee Application 2023-2024 term - Submission #5826

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Tharun

Last Name*

Prem Anandh

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the city of Dublin YAC because I believe that it is a remarkable platform to voice my opinions and ideas in matters related to the betterment of Dublin Youth. It would be a great opportunity for me to get involved in shaping the policies and programs that makes a positive impact on Dublin youth. Moreover, being a member of the YAC would be an excellent prospect for my personal growth and development. I will get to meet many, which could lead to great partnerships and future opportunities. Working with other young people to achieve a common goal can help build leadership and teamwork skills. It will also deliver a sense of satisfaction that I had worked to accomplish something good in my community. Overall, becoming a member of the City of Dublin Youth Advisory Council would make me thrilled in helping to contribute to Dublin Cityâ€™s YAC initiatives.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I have excellent social and communication skills which I think are key to expressing ideas, collaborating with others, and making proposals. I am a good listener and able to think out-of-the-box. I am a good team player, who can adapt to varying situations. I aspire to develop excellent leadership skills in the process of representing young people. Above all, I am passionate and dedicated to the idea of becoming the prospective voice of Dublin youth in community issues.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Nowadays, teens face stress which can affect their mental health. Stress could be related to family issues, school/grades, social media or body judgment which can ultimately lead to anxiety or depression. YAC could address this by promoting more mental health support in schools in the form of events and workshops focusing on self-care. Another issue that had caught my attention these past days is physical violence in school. YAC could address this situation by implementing anti-bullying programs and strategies on how to resolve conflicts. YAC could provide school staff additional training and resources to handle such situations.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

In the 2022-23 school year at Dublin High school, I am part of 2 clubs - chess club which meets every Wednesday at lunch and the badminton club which meets every Friday at lunch. I plan to continue to be part of these clubs during 2023-24 school year. So, I will definitely be able to devote time toward the YACâ€™s meetings and activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would focus on promoting such teen events and activities. YAC could use social media platforms, such as Instagram or Facebook, to promote upcoming events. YAC could also reach out to schools to spread the word about these events. Getting teens involved in the planning and execution of events might help too.. YAC could hold regular meetings or focus groups to get feedback and ideas from other teens on how make those events more appealing to the teen population. YAC could provide incentives like offering prizes, scholarships, or volunteer hours for those who attend these events. This can motivate young people to get involved and stay engaged in the community

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I did not attend any such meetings recently.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Tharun Prem Anandh-2023.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ● 925-833-3300 ● FAX 925-833-3322

March 19, 2023
Selection Committee
Youth Advisory Committee

Dear Selection Committee,

It is my pleasure and honor to recommend Tharun Prem Anandh for placement on the Youth Advisory Committee in Dublin, CA. It has been a pleasure watching him grow in my Advanced Algebra 2 class this year and to watch him develop into a contributing member of my class. After reading more about this opportunity, I believe Tharun will be a great asset to the program.

The members of this committee are students who are concerned with youth issues in the community and are able to have conversations with others in the community. Tharun has adapted very well to my unique group-based learning environment He does a very good job of both listening to classmates explain their solutions as well as voice his ideas.

I have no reservations recommending Tharun for this great program. I have no doubt he will represent the youth of the community extremely well. Please feel free to contact me if you have any questions regarding his character, past academic work, or any other qualifications related to the school.

Sincerely,

Jaime Roberts
Mathematics Teacher
Dublin High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5860

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Shivani

Last Name*

Ramanathan

Street Address*

[redacted]

City*

DUBLIN

State*

California

Zip*

94856

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

9th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

The youth advisory board is the responsibility of leading and always making sure to spread positivity and inclusivity. The youth advisory board is a program of altruism. Giving back to the community and bringing the aroma of positivity all throughout the school. In this program, I see myself striving to make a difference in our community. Striving each day for the betterment of OUR school and community. Whether it be poster making, planning out rallies or just leading by example - I will always make sure to find my path to the youth advisory board. To be more specific. In the youth advisory board I see myself showing the principle of positivity and inclusivity each day of leadership. The Dublin youth advisory board is a life lesson which I am eager to continue again. I see myself contributing by servicing people to my best power. I see myself bringing in the principle of positivity, change and inclusivity to the Dublin Youth advisory board. Inclusivity has a variety of definitions, from meaning the importance of voice, gender, opinion, race or social class - everyone matters. The youth advisory board should contribute to this cause and, I would like to help these principles and enact them into our community. Inclusivity, Hard work, Commitment and Positive attitude is what I am. I hope to express these qualities to my fullest potential and I see myself doing exactly that currently in leadership - I would just like to improve more. My contributions to this program would be making the youth advisory board inclusive of all voices and spreading positivity.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I can possess communication skills, as a member of a youth advisory board, I am able to communicate effectively with my peers, as well as with adults and other stakeholders. This includes being able to listen actively, express my ideas clearly and concisely, and work collaboratively with others. Leadership skills also play a role in my strengths, I have the ability to take initiative and lead by example. Being able to motivate others and inspire them to take action is my habit. Problem-solving skills are important qualities of being a member, and I believe I have that. Youth advisory board members are often tasked with finding solutions to complex problems facing young people in their community. I have strong problem-solving skills and am able to think critically and creatively to come up with innovative solutions. Diversity and Inclusion are skills I also possess, I am responsible to represent the diversity within the community it serves. Having a strong commitment to diversity and inclusion, and being able to work effectively with people from different backgrounds, is a quality I have. Overall, I can possess strong communication skills, leadership skills, problem-solving skills, empathy and understanding, and a commitment to diversity and inclusion are all important qualities that can make me a strong candidate for a youth advisory board

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

The primary issue of teens today is dealing with depression and stress. Which then takes them to a state of addiction to drugs, smoking, and tobacco. Eventually it affects mental health in the future. High School, and middle school are prime times that set you up for success or failure, however teenâ€™s are confused. Which makes them make poor decisions in life. Noticing this problem, I joined TUPE for the last two years, a program which prevents and explains the negative sides of tobacco. TUPE is an Alameda county organization, and my passion for helping teens at my age, younger or older has never grown larger. Teen depression is a serious mental health condition that can have a profound impact on a young person's life. It is estimated that approximately 1 in 5 teenagers experience some form of depression at some point during their teenage years. Depression leads people into making bad choices so as a member of the youth advisory board, I would ensure we help our people as much as I can. I believe it is significantly important to create a supportive and caring environment for teenagers who are struggling with depression. Encouraging them to talk about their feelings and providing emotional support can help them feel less alone and more supported during a difficult time. I would try my best to help them recover and lead a fulfilling life.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am completely open to new activities regarding the Dublin Youth Advisory Board. I am an 8th grader, except from my school work I am currently involved in the CCS Yearbook Team as the chief editor, Girls4sports - DHS club, TUPE, and the swim team. You can absolutely trust me in devoting time for the Youth advisory board. I would be a strong asset to the Dublin Youth Advisory committee as I am a hard-worker.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Getting other teens involved in the community, teen events, and City-sponsored activities can be a rewarding experience, both for the teens involved and for the community as a whole. One of the keys to getting other teens involved is to understand their interests and hobbies. This can help us tailor events and activities that are more likely to appeal to them. Social media platforms like Instagram, Twitter, and Facebook are great tools for promoting events and activities. Creating a social media page or group for the community and posting regularly about upcoming events and activities. Partnering with local organizations can help me reach a wider audience and provide access to resources and funding. Reach out to community centers, schools, and youth organizations to collaborate on events and activities. Spread the word about events and activities by creating flyers, posters, and other promotional materials. Distribute these materials at schools, community centers, and other places where teens gather. Teens are more likely to participate in events and activities that are fun and engaging. Consider incorporating games, music, and other elements that will appeal to teens. And I would make sure that your events and activities are inclusive and welcoming to all teens, regardless of their background or interests. This will help ensure that everyone feels welcome and included. Overall, I would get other teens involved in the community, teen events, and City-sponsored activities requiring a combination of creativity, outreach, and collaboration. By working together with other community members and using social media and other tools to promote events and activities, I can create a fun and engaging environment that will help teens feel more connected to their community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I wasn't informed there was a meeting but in the future I will definitely plan to join any meetings available.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

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Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

March 23, 2023

To Whom It May Concern:

I am proud to share the outstanding qualities of Shivani Ramanathan.. It has been my privilege to be Shivani's 7th grade English/history teacher and her yearbook advisor last school year. This school year, I am only her yearbook advisor. Shivani Ramanathan would be an outstanding member of the 2023-2024 City of Dublin Youth Advisory Committee.

Shivani is an organized, dedicated and enthusiastic student. It has been my privilege to watch Shivani grow in confidence and management skills. Shivani is the Chief Editor for the 22-23 Cottonwood Creek (CCS) K-8 yearbook. She oversees 20 students. She must review completed pages to verify that the page meets the standards set for the year while also coaching yearbook students on design, photography skills, and time management. Shivani has taken on the Chief Editor job with dedication and focus to meet the goal of creating a 288 page K-8 grade yearbook that is an inclusive yearbook which tells the CCS story.

Shivani is a budding photographer. She entered photos to the Alameda County Fair in 2022 and will again for 2023.

Shivani is involved in many programs, such as Girls4Sports Club, a non-profit and student-led national initiative to bring equality to sports. Shivani is a member of the CCS Track and Field Team and on a swim team for Pleasanton and Dublin. Shivani is part of the T.U.P.E. program which educates students on the negative effects of tobacco.

Shivani has been recognized by other staff members via the Cottonwood Creek character program for being creative.

Shivani is focused on her academic future. She is currently taking an additional elective, Spanish 1, which gives her a head start on her high school requirements. She is also taking Algebra 1.

Miss Ramanathan would be an asset to the Dublin's Youth Advisory Committee as she is a hard-worker who cares about others.

If you have further questions, please do not hesitate to contact me.

Sincerely,

Denise Saylor
Cottonwood Creek K-8 Yearbook Advisor

2400 Central Parkway • Dublin • California 94568 • (925) 833-3333 • Fax (925) 833-3711

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5788

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Shreya

Last Name*

Ramesh

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Emerald High School

What grade will you be in during the 2023-2024 school year?*

9th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee because joining it would give me access to a lot of new pathways that I otherwise wouldn't have access to. I also believe that it would help me be more aware of issues surrounding my peers, and help me address them.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

The skills that I possess that would make me a strong candidate for the YAC include having a good amount of confidence and a diplomatic personality. I also think I can easily find ways to ease tension, which I believe make me an overall likeable person.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

From what I have seen at my school, I know that students are struggling with pressure from both peers and parents. Some students are also struggling with trying new things, such as making new friends, as they are so used to sticking with their original choices. I think offering volunteer-led activities in Dublin, while also making sure people are aware that they are occurring, would be a great way to encourage kids to step out of their comfort zones and try new things. I would like to emphasize the "making people aware" statement, as I know that many people either don't receive any kind of knowledge that these kinds of activities are happening, or don't care enough to show up. Letting the kids know that activities are occurring might encourage them to go ask their parents to participate in them.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in extracurriculars such as music and math classes. I am planning on continuing these activities and I am planning on starting sports in the upcoming school year. However, I am confident I will be able to spend enough time for YAC meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I can get other teens to be involved in the community, teen events, and City-sponsored events by offering these activities at a younger age. I think that kids coming into middle school for the first time will have a stronger enthusiasm to try new things than older kids, as their enthusiasm slowly starts to die out as they begin to focus on schoolwork. Offering these at a younger age will allow kids to explore how they would like to help out as they grow older, and this will fuel a passion for that activity.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a YAC or other Dublin Commission or City Council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Recommendation- Melissa Stanke.pdf

Upload 2nd Letter of Recommendation (optional)

Letter of Recommendation- Michelle Elissiry.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Michelle Elissiry
[redacted]
Dublin, CA 94568
[redacted]
[redacted]

22nd March 2023

To Whom it May Concern,

I am writing this letter in support of Shreya Ramesh for the Youth Advisory Committee. Shreya has been my student at Fallon Middle School for the past year. I have known her to be a reliable, diligent, and responsible student with maturity beyond her years. Shreya has demonstrated the ability to lead other students on large projects, and continually keep those projects organized and on time. Her work ethic has always met or exceeded expectations.

Outside of the classroom, Shreya has proven herself to be just as dependable. Whether leading a group of students on unsupervised activities or following through with commitments, Shreya can be counted on to follow through and sort out tasks presented to her and the challenges she runs into along the way.

Sincerely,

Michelle Elissiry

Teacher - Fallon Middle School

Letter of Recommendation
For Shreya Ramesh

3/21/23

To Whom It May Concern:

It is my pleasure to recommend Shreya Ramesh for the Youth Advisory Committee. I have known Shreya for the past 8 months as her 8th Grade Science teacher at Fallon Middle School. After reading over the goals of the Youth Advisory Committee, I feel that she would be a valuable member for the committee.

Shreya is very invested in her academics and always puts forth her best effort in her work. She turns in all of her work on time and is not afraid to ask questions when she needs clarification about an assignment or a topic. Shreya has excellent verbal and written communication skills. She is able to professionally and clearly articulate her ideas to others. She is respectful, responsible and a positive role model for all students on campus. I believe that these skills will allow her to be an asset to the Youth Advisory Committee.

Shreya is also interested in helping the community of Dublin and in supporting her peers. Shreya participates in multiple extracurricular activities at Fallon. She is an active member of the World Affairs Club where students discuss the government and world issues. She is always kind and welcoming to all students at Fallon, and consistently asks me if there is anything she can do to help me during class.

I have no reservations about recommending Shreya for the Youth Advisory Committee. Please feel free to reach out to me with any questions, or additional information.

Sincerely,



Melissa Stanke

Middle School Science Teacher
Fallon Middle School
Dublin Unified School District

[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5743

Date Submitted: 3/22/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Diva

Last Name*

Rawal

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin Highschool

What grade will you be in during the 2023-2024 school year?*

9th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Everyone has a set of qualities that shape their lives and help define who they are. For me, these qualities include leadership and a deep desire to help others. I have found that these values have been instrumental in shaping who I am today and have guided me in making important decisions throughout my life. Ever since I was young, I have been drawn to leadership roles and to helping others. These qualities have influenced the way I interact with the world around me and have helped me become the person I am today. I have always believed in leading by example, and in being someone that others can look up to and depend on. I have also been fortunate to have had positive role models in my life who have instilled in me the importance of helping others and making a positive impact in the world. As I have grown older, these values have only become more important to me. I have come to realize that they are at the core of who I am as a person and that they guide everything I do, from small interactions with people to major decisions about my future. And now, as I look towards the future, I am excited to take the next step in fulfilling this theme in my life by becoming a member of the Youth Advisory Committee in the city of Dublin. I believe that this committee is the perfect fit for me and aligns with my values in many ways. The goals and direction of the committee resonate with me, and I believe that I can contribute a lot to it. I see myself as a positive role model for others, and I believe that my thoughts and ideas can have a positive influence on this committee, and vice versa- being a part of this can be positively influential on my character as I venture into some of the years that will be most formative to me. Being part of the group that makes decisions that impact the people in our community, especially teens, is an exciting idea for me. I also love being involved in the events and activities that shape our city. Participating in the committee will allow me to be "behind-the-scenes" of these events and will give me the opportunity to contribute my ideas and insights to help make them even better. I believe that this experience will help me learn more about myself, as well as about the people in Dublin, and will be a formative experience for me. Dublin has never failed to surprise me with its sense of community and spirit ,and I am excited to be a part of it in a more meaningful way. Joining the Youth Advisory Committee will allow me to be at the heart of the city and to play a more active role in shaping its future. I believe that this experience will help me grow as a person and will be an important part of my life for years to come, and that is why I would love to be a member of the City of Dublin Youth Advisory Committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am confident that my skills and experiences make me a valuable candidate for YAC. Throughout my life, I have developed several qualities that have helped me excel in various areas, including creativity, comfort with technology, and a natural leadership style, which all, I believe, will make me a great addition to the Youth Advisory Committee. One of the qualities that I believe sets me apart from others is my creativity. I have always been a creative person and have used this quality to drive my success in different projects. I enjoy looking at problems or ideas from unique angles, which helps me bring a fresh perspective to the table when working with a group of people. My creativity has allowed me to think outside the box and come up with innovative solutions that benefit the community. I believe this skill will be useful in contributing to the Youth Advisory Committee's initiatives and creating impactful programs and events. Another quality that makes me a strong candidate for YAC is my comfort with technology. Growing up in a tech-sawy family and being a part of a generation that is reliant on technology, I have developed a familiarity with technology that makes it easier for me to integrate it into various aspects of my life. Recently, I designed a system using Google Forms and Google Sheets that streamlined the process of calculating money for a service drive as part of the leadership program at Wells Middle School. It is these kinds of ideas that I think I can bring to the YAC and help implement projects that involve the use of technology. I am also excited to learn more about technology and its potential uses in community programs. Lastly, I have a natural leadership style that I have honed throughout my life. I have always found myself taking charge in group projects and activities, even from a young age. Although it can be challenging to lead a group, I find that I thrive in these situations. I am comfortable with taking on a leadership role, and I believe that my leadership style is collaborative. I enjoy working with others and believe that the best ideas come from group collaboration. I am confident that my leadership style could be an asset to the committee, as I would be able to facilitate collaboration and help us to work efficiently towards our goals. Besides these three skills, I have been part of the leadership program at my elementary and middle school, am currently ASB President at Wells Middle School, and am always one of the first people to step up and get involved in the community, which makes me very excited about the opportunity to help make a difference in the community and contribute to meaningful initiatives as a part of YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

A healthy lifestyle is essential for people of all ages, but it is particularly critical for teenagers. However, in today's society, it seems that many teens struggle with maintaining a healthy lifestyle. This problem is not unique to Dublin, but rather a nationwide issue. With the prevalence of social media, academic pressures, and the influence of peers, many teens are finding it challenging to take care of themselves. It is concerning that the lack of a healthy lifestyle has become normalized among teenagers, and this has serious consequences. Many teens are not getting enough sleep, which can have adverse effects on their mental and physical health. Additionally, overstimulation from social media and other forms of technology can lead to increased anxiety and a decrease in focus. Itâ€™s no wonder that many teens find it hard to focus on the things that are important to them. Another significant issue is the prevalence of peer pressure, which can lead to teens making unhealthy decisions. This is a challenging problem to address since it is often challenging for teens to resist the influence of their peers. Therefore, it is crucial to provide guidance and support to teenagers to help them make healthy choices. The Youth Advisory Committee can play a vital role in addressing these issues. By spreading awareness and involving teens in finding solutions that work for them, YAC can help support teenagers in Dublin. It is essential to recognize that there is no one solution that will work for everyone, and so it is necessary to provide various forms of guidance and support to accommodate different individuals' needs. I think the best way to do this is to provide guidance to teens, and make it so that they find the solutions themselves. One effective approach is to create online forums where teens can openly or anonymously discuss their struggles and receive support and advice from others. Additionally, support groups where teens can come together to talk about the challenges they are facing can be incredibly beneficial. These types of programs provide guidance to teens while also helping them to connect with others who are going through similar experiences. In conclusion, the lack of a healthy lifestyle among teenagers is a serious issue that requires attention. It is crucial to raise awareness of the issue and provide support and guidance to teens to help them make healthy choices. The Youth Advisory Committee has a critical role to play in addressing this problem and can make a significant impact on the lives of teens in Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Although I have several interests outside of school, there are two particular "extracurriculars" that have been an integral part of my life for as long as I can remember. The first one is music. Ever since I was six years old, I have been singing Indian classical music, and for two years, I also played clarinet. In the past four years, I have added piano to my musical journey. I have had the opportunity to perform in front of diverse audiences for various events and causes. When choosing pieces of music to perform, I often pick ones that align with my values and beliefs. Recently, I played the song "Bella Ciao," a song of freedom, at the Dougherty Valley Performance Art Center with my family, to raise awareness about women in Iran. I have also performed at cultural events and talent shows, and I play music at home with my family in my free time as well. The second "extracurricular" that I am passionate about is my Youtube channel. I created the channel at the age of seven with my dad, who has been a constant source of support and encouragement. I have a profound interest in creating videos of myself and others, and my channel is devoted to teaching and inspiring others like me. With almost 7,000 subscribers and nearly over a million channel views, my channel has been a meaningful platform for me to share my passions and skills with the world. Although these two activities require a significant amount of my time and dedication, I am excited and willing to devote as much effort and time needed towards YAC, because helping the community is a cause that deeply resonates with meFor me, being part of YAC is a unique opportunity to be involved in creating change on a larger scale. I believe that working with other motivated and passionate individuals towards a common goal can create a powerful force for good. Through YAC, I hope to inspire and encourage other young people to get involved in their communities and to make a positive impact in whatever way they can. I am ready to bring my creativity, leadership, and dedication to YAC and to work alongside my fellow members to make a difference in our community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

If I become a member of the YAC, I am excited about the opportunity to engage other teenagers in the community and City-sponsored events. In my opinion, teenagers are the driving force behind community events, and I believe that they have the potential to make a significant difference in the community if they are motivated and given the right tools to do so. To make this happen, I would use various methods to spread the word about community events and make them more appealing to young people. Firstly, I would leverage social media platforms such as Instagram, Snapchat, and TikTok to reach out to my peers and promote upcoming events. I believe that social media is a powerful tool that can be used to communicate with large groups of people quickly and effectively. I would also spread the word around school and in my community. Secondly, I would work with my fellow YAC members to organize teen events that cater to the interests of young people. We could brainstorm ideas for events and activities that would appeal to teenagers. These events could be held in various locations around the city to make them more accessible to young people. Overall, my goal as a YAC member would be to get other teens involved in the community and City-sponsored events by using creative and innovative approaches. By working together with my fellow YAC members and utilizing social media and local resources, I believe that we can make a significant impact on the youth community in our city.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I haven't recently attended a YAC or other Dublin Commission or City Council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Diva LOR.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 2023

Dear the Dublin's Youth Advisory Committee:

Hello, I am a PE and Leadership teacher, and Activities Director at Wells Middle School. I have had the pleasure to teach Diva Rawal for all three years of her middle school career, including two years in PE and two years in our Leadership program. As a 7th grader in Leadership, she quickly became one of the students who was organized, would take initiative, and efficient in making a difference. Therefore, she was elected as the Associated Student Body President for her 8th grade year.

Diva Rawal is a talented young lady who has a strong voice. She has a lot of energy, she wants to get involved, and she tries her best to make a positive impact on the projects our class is working on. She has a playful spirit and she can balance her schedule so that she still excels in her education. Additionally, she has great speaking skills in small and larger group settings. Her peers and teachers respect her. She is intelligent and finds new ways to work smarter, not just harder. We constantly rely on her in Leadership to take the lead and to go above and beyond, which she has done time and time again.

It has been a great journey working with Diva for three years and I am so thankful to have had the opportunity to be surrounded by all the great qualities she brings in all she does. It is with honor that I recommend her for the Dublin Advisory Committee.

Please feel free to contact me if you have any further questions at [redacted]

Respectfully,

Denise Bunger

Denise Bunger
Wells Middle School
Leadership Advisor
Activities Director
Physical Education Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5838

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Taneshka Reddy

Last Name*

Morram Reddygari

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Emerald High School

What grade will you be in during the 2023-2024 school year?*

9

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee so I can make a change to the community of the teens. The age of a teenager is very important as this is the foundation to determine their character and choose a life pathway (in perspective of personality), and as a teenager I wish to help make this environment better for them.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I am confident and not afraid to share my ideas and I believe that it is important that when we start something we should complete it and exceed all expectations. I am determined as well as devoted to activities which I take part in. I devote my time and I am enthusiastic when it comes to activities such as this. I am really inspired by different programs and what they do to the community such as Girl4Sports and wish to be part of an organization which can make an impact in our lives as well. I can assure you that I will make space for this and do my very best to make an impact.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Some issues I believe teens in Dublin are dealing with right now are self confidence. Personally, I feel that there are teens that are afraid to do activities that they wish to do and that they step back down if one thing goes wrong. We could address these issues with TED Talks as they are very inspirational. We can make a bigger difference if we could ask other teens what they are facing as everyone has their own issues and I believe it's important to take everyoneâ€™s opinions into consideration. Not only TED Talks but we can run fun activities which can boost someone's confidence like games or teens interaction days where everyone in the community shows up.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Some activities which I am currently involved in right now are Leadership which sometimes requires after school time as well as a program called WEB and this is a program for the incoming 6th graders to help them around. In the year of 2023-2024 I again have signed up for WEB and plan to start a club (DECA), if not start a club, join clubs at least. I also hope to be part of the Youth Advisory board and I will devote time each month and whenever it is required to show up for meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

It would be fun to do events based on helping the community, in various ways. We can have booths set up and have fun events which can set them up for success in the future (like highschool does). We can have events that make them fundraisers for certain things (ex: schools, programs, events, etc.).

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Yes I am planning to attend the Board Meeting for Dublin on the 28th of March 2023 to talk about the Emerald High Mascot during public comment. The result is not yet known, and if I do not attend this meeting I will email letting you know. As far as right now i do plan on attending the meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Taneshka Letter of Rec.pdf

Upload 2nd Letter of Recommendation (optional)

letter of rec .png

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 21, 2023

To Whom it may concern:

I am delighted to write this letter of recommendation for Taneshka Morram Reddygari , who aspires to be on the City of Dublin Youth Advisory Committee for the 2023-24 term. I have known Taneshka for the last two years as a student of mine at Cottonwood Creek K-8 School. Over the years I have had the privilege of watching her grow and become an individual who is trustworthy, friendly, and kind. Not only is she dedicated to her education, but also her school, and local community.

Over the last two years she has been one of the younger kids in class, and working on content that is a grade level ahead. She always participates in class, works well with others, and is great at communicating with me. Being in the advanced class also has caused her to learn how to prioritize and have time management. Even though she has other activities and classes during the week, she always gets her homework done on time and with an excellent quality of work.

I have witnessed Taneshka being a great classmate regularly. She will offer help to other students during class when they are stuck on the content. If someone needed a partner to work with, I could always count on her to partner up even if it wasn't someone she was social with. She is a great addition to our school community.

I know that Taneshka is committed to becoming a member of the City of Dublin Youth Advisory Committee, and I am confident that she will be a great addition too.

Best wishes,

Krystal Shaw

Krystal Shaw

Cottonwood Creek K-8 School
Dublin, CA

[redacted]

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

March, 18 2023

Dear Dublin Youth Advisory Committee,

I am writing this letter of recommendation for Taneshka Reddy Morram Reddy. Without reservation, I **highly recommend** Taneshka to be a part of the Dublin Youth Advisory Committee. I have been a middle school leadership teacher for seventeen years. I have been a member of CADA (California Association of Activities Directors) for over ten years. I have participated in numerous CADA state conventions, summer leadership camps and student conference days.

Taneshka **exemplifies** all of the Dublin Integrity in Action Character Traits. Taneshka is responsible, respectful, giving, caring, cooperative, honest, does her best, is trustworthy, and has a positive attitude and self discipline. I would say that Taneshka strengths are in her organizational skills,positive attitude and initiative .

I have known Brenda for two years as a student, a leader in my classroom, as a school wide student leader and a physical education student. I would describe Taneshka as bright, positive in nature, one who takes initiative, honest and hardworking. She consistently pursued to achieve high marks, produced work of the highest quality, was a dependable team player, and set an example for achievement and service during her tenure at Cottonwood Creek K-8.

Taneshka is the kind of person that is not afraid to ask questions and will work hard to achieve high results. During the years of knowing her , I became very aware of her ability to seek out challenges, her determination to conquer those challenges all while having an amazingly positive attitude.

In my professional opinion, Taneshka will be both an excellent addition and an asset to any organization that chooses to accept her.

Sincerely,

Natalie Young

Natalie Young
Instructor of Student Leadership Elective and Physical Education

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5831

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Harveer

Last Name*

Saini

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

My main motivation for joining the Dublin Youth Advisory Committee is my passion for contributing and giving back to my community. Through the Youth Advisory Committee, I hope to have a voice on issues that impact the youth and be able to bring positive change for students across the district through my own personal experiences. At the same time, I hope to improve my communication abilities by working alongside a diverse team and gaining a plethora of experiences as I meet new people. As a committee member, I not only want to help the community, but also grow as a person, by learning civic responsibility, and gaining more self-confidence. I will have opportunities to strengthen my ties to the community, broaden my support network, and be exposed to people with common interests. Being an active leader gives me a sense of pride and identity, and I really hope to use my own experiences to benefit others.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

My past experience with contributing to the Dublin community through volunteering, as well as my leadership skills and passion for positively impacting the lives of young children, are the key strengths that I believe would make me a strong candidate for the Youth Advisory Committee. I am extremely dedicated and motivated towards making a difference in my community, especially by empowering the youth, and this translates through my extensive volunteering experience. Below are some of my volunteer activities involving the Youth in the recent past. 1. Presidentâ€™s Volunteer Service Award: As a volunteer at a Certified Taekwondo Academy, I helped students build self-defense skills, improve discipline, and develop qualities of persistence, perseverance, and determination. I was honored to receive a certificate signed by the President of the United States, awarding me the Presidentâ€™s Volunteer Service award for 70+ hours of Community Service, which recognizes and honors individuals whose service positively impacts communities and the youth across the nation. 2. For the past year, I have been dedicating 5 hours a week to teaching Math and English to young learners from 6-14 years old. I have helped them not only grow academically, but also improve their critical and creative thinking, time management, and problem solving skills. 3. I volunteer 3 hours every Sunday, at a local cultural center in Livermore, where I teach children of the ages 5-7, how to read, write, and speak the Punjabi language. As a person who is very passionate about music, I also teach classical music to students in elementary school. 4. As the Student Body President of my school in 5th grade, and as a member of the Districtâ€™s Student Board Advisory Council, I helped brainstorm and implement ideas to improve our schools. My passion for community service was recognized by the Dublin Unified School District when I was presented with the Integrity Award. 5. As part of the Dublin Mayorâ€™s Council Environmental Advocacy Group this year, I also worked on a variety of volunteering projects such as organizing and holding battery and recycling drives at our school.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

The most important community issue that impacts students today is one of mental health. As many as one in six children between the ages of 6 and 17 has a treatable mental health disorder such as depression, anxiety, or attention deficit disorder (ADHD). These conditions have been exacerbated by stresses and changes brought on by the pandemic and even though the pandemic is almost over, these conditions have persisted for our students. Through the Youth Advisory Committee, I want to partner with our students, schools and teachers to find a safe, supportive and engaging way to enable students to cope with stress in a healthy way. As a student myself, I can relate to the every-day stresses and anxieties that many of the youth in Dublin face everyday, and help them first-hand. This issue is extremely important to me and as both a member of the Mayor's Council and Youth Advisory Committee, I believe working alongside the Mayor's council initiative "Elephant in the room" and "Neuro-diversity" which addresses mental health issues in the youth, would allow the committee to find creative ways to actively address this important issue.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently and will be involved in a variety of school clubs such as Speech and Debate, Model United Nations, Pre-Law Society, and California Scholarship Federation. Outside of school, some of the extracurricular activities I am involved in include playing the piano, playing badminton, and volunteering as you can see from previous responses. If accepted, I would definitely give the Youth Advisory Committee my full dedication and commitment every month, regardless of the other activities that I am involved in. I would make sure to be present at every single meeting, be an active committee member, and constantly participate in community service events whenever presented with the opportunity. As I mentioned earlier, not only am I extremely passionate about helping the community, but I really want to learn and gain skills such as civic responsibility by being on the committee. Overall, being an active member of the Youth Advisory Committee would be my top priority.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

One of the most efficient ways to increase teen involvement in community events and activities is through the use of social media. Almost every teen uses platforms such as Instagram and Tik-Tok, and by utilizing platforms such as these to advertise and promote events, a lot more teens would be interested in attending and becoming involved in community activities. Making these events more relatable and engaging for teens in general would also significantly boost their participation. Many teens are passionate about social justice issues and want to help the community and gain some volunteer hours, so gearing some of these community events to purposes of social justice and volunteering would also incentivize teens to join. In order to get other teens more involved in the community, it is also imperative to take their personal insight upon events that are happening. For example, allowing them to have some involvement in the planning process of events would make these activities a lot more engaging and more likely to attract their interest.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I recently attended the Dublin City Council Meeting that was held on January 10, 2023. I attended the meeting with my dad, to see in person who our selected City council members are, after the recent November election. It was a very empowering experience to see our council members discuss issues that impact our community and watch some of our citizens voice concerns during the public comment period. I thought this was a very effective medium to advocate for causes that citizens care about and to have their voice heard by decision-makers. Additionally, this meeting covered an important item for the approval of the Youth Advisory Committeeâ€™s Funding Proposal. Hearing about the Youth Advisory Committee at this council meeting was a major inspiration and motivation for me to apply and submit this application, as I hope to get more involved in such volunteering activities that empower the youth in our community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Harveer Saini - Recommendation Letter 1.pdf

Upload 2nd Letter of Recommendation (optional)

Harveer Saini - Recommendation Letter 2.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 21, 2023

Dear Youth Advisory Selection Committee:

It is with great pleasure that I enthusiastically recommend Harveer Saini for the 2023-2024 term of the Youth Advisory Committee.

My name is Jasneet Kaur and I teach at Dublin High School. I had the pleasure of teaching Harveer this year in Computer Science Essentials course.

During our time together, I have consistently been impressed by Harveer's intelligence, dedication, and passion. He possesses a unique combination of natural charisma, strong communication skills, and strategic thinking. He is well respected by his team members and peers for his natural ability to inspire and motivate those around him towards a common goal. His ability to problem-solve and effectively communicate his vision and goals makes me believe that he will be very successful on the Youth Advisory Committee.

Harveer's passions extend well beyond the classroom as well. During just his freshman year, I have seen Harveer's dedication and commitment to a variety of clubs and school activities such as Speech and Debate, Model United Nations, and Pre-Law Society. While in my class, he developed an app that empowers the youth and helps them build their public speaking and debate skills. Seeing him combine his enthusiasm for Speech and Debate with the knowledge and skills he has gained in my Computer Science class just furthers the level of creativity and intellectual curiosity that he brings to my class every single day.

It is for all of these reasons and more that I believe Harveer would be a wonderful addition to the Youth Advisory Committee. If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

JKaur 03/21/2023

Ms Jasneet Kaur Matta
Dublin High School
Engineering and Design Academy, Teacher
[redacted]

TRI-VALLEY SIKH CENTER
Livermore Gurdwara Sahib
A Non-Profit Organization - [redacted]

[redacted]
Livermore, CA 94551
[redacted]
trivalleysikhcenter@gmail.com

March 22, 2023

To Whom It May Concern:

It is my absolute pleasure and honor to write this recommendation letter for Harveer in recognition of his outstanding community service and volunteering efforts. As someone who has witnessed his dedication and commitment firsthand, I can say with the utmost confidence that he is a perfect candidate for the Youth Advisory Committee.

My name is Meenu Saggu and I am the administrator and principal of the TVSC Khalsa School (Punjabi) run by the Tri-Valley Sikh Center, Livermore, CA. Harveer's volunteer work at this organization has been nothing short of impressive. He has been a teacher of language, history, and music for the past several years and has consistently demonstrated a strong work ethic, exceptional interpersonal skills, and a deep passion for making a difference in the lives of those around him.

Harveer's unwavering commitment and dedication to serving others is truly admirable, and he has spent countless hours volunteering to give back and make a positive impact in our community. What sets Harveer apart is his unique ability to lead by example and inspire others. In his capacity as a teacher, he has shown a genuine passion for helping students achieve their full potential and giving them the support and guidance that they need.

Additionally, his leadership qualities are not limited to our organization and school. I have observed his consistent involvement in a range of initiatives and organizations that promote positive social change, such as his participation in volunteering and community service with the Dublin Mayor Council's Environmental Advocacy Group, and the California Scholarship Federation.

Overall, I strongly believe that Harveer's community service and volunteering experience, coupled with his exceptional character and leadership skills, makes him an ideal candidate for the Youth Advisory Committee. If you have any other questions, please feel free to contact me.

Sincerely,

Meenu Saggu
Administrator and Principal
TVSC Khalsa School
Livermore, CA

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5768

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Trisha

Last Name*

Sallakonda

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Fallon Middle School

What grade will you be in during the 2023-2024 school year?*

8th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Being part of the Dublin Youth Advisory Committee gives me an opportunity to serve my community and build relationships with other people. I would love to organize events and activities that would be enjoyable for everyone. The future of this city belongs to the youth. I will make sure that everyoneâ€™s voices are heard.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am creative, imaginative, and responsible. As part of a Destination Imagination project, my team and I fundraised for the Sonoma County Firefighters Organization, reaching out to our community to support those who were affected by the wildfires. I am someone who can get things done on time. I believe that I will be able to use these skills through YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

The one major issue that teens are dealing with is stress. Most teens feel overwhelmed from school, influencing their performance at school. I believe that through YAC, I will be able to organize stress free events for teens who are feeling anxious about anything such as school. YAC can help these teens who are feeling nervous and help them with their issues through various events such as interacting with other people who are also going through the same thing.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I currently play the piano and I also enjoy dance. I will be able to devote time for YAC meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would make sure that these events/activities are not only stress-free but also enjoyable for other students. I would encourage other teens to join the activities by convincing them about how it can help them with their stress and how they can help other people too.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Recommendation Trisha Sallakonda.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Dear Admissions Committee,

I am writing to highly recommend Trisha Sallakonda for The Dublin Youth Advisory Committee. As Trisha's English teacher for the current school year, I have had the privilege of watching Trisha grow into an exceptional learner and collaborator.

Trisha consistently demonstrates a deep understanding of literary concepts, and has an exceptional ability to think critically and analyze texts. Her writing skills are equally impressive, often displaying a creative flair and exceptional attention to detail.

What truly sets Trisha apart is her collaborative and creative approach to learning. They have a natural ability to work well with others and are always eager to share their ideas and learn from their peers. Trisha frequently volunteers to lead group projects, where she helps her classmates develop their ideas and bring them to life.

I believe that Trisha's collaborative and creative approach to learning would be an asset to your Committee. She possesses excellent interpersonal skills, creativity, and the ability to work with others to achieve common goals..

Please do not hesitate to contact me if you require any further information.

Sincerely,

Kyle Voeller
Fallon Middle School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5764

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Riddhish

Last Name*

Saravanan

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Emerald High School

What grade will you be in during the 2023-2024 school year?*

9th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I would like to become a member of the City of Dublin Youth Advisory Committee because I think that there could be a change for the better in this city and I would love to drive and be a part of that change as a member of the YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I have skills in volunteering, public speaking, and planning. I believe that this would make me a great candidate because I learned a lot about planning and volunteering from my Boy Scout Troop 201. I am the Patrol Leader meaning I am the lead or "head" of around 12 scouts and lead them during activities I am also a member of the Patrol Leader Council where I plan for outings and events. Doing everything from drumming up interest among scouts, securing adults to come to the outing, booking campsites, and making agendas. Having to do this numerous times for outings, like a 10-mile hike at Las Trampas and leading campouts such as a Lake Chabout outing, and having fun outings like a corn maze and rockin jump outing. In addition, I have over 20 hours of volunteer service where I have done things like, picking up trash, making cards for nurses, making toys for dogs, helping fire victims recover from California wildfires by making sieves for them to find their valuables and refurbishing bikes for the underprivileged. I think I could make Dublin a better place by bringing my planning, advertising, and previous volunteering experience to help make Dublin an even better city on top of what it already is.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe the main issues teens in Dublin are facing are mental health and not being able to cause change. I think that the YAC could address this by holding more forums and providing more additional resources for teens like additional counseling support and other things to make teens feel better about their mental health. We can also hold more YAC forums which are crucial to letting teens express how they feel and what if anything they want to change. So by allowing teens to discuss their issues it will provide more insights into what we can do to address their wants or needs.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in Speech and Debate, with my friend and current member Neel as well as doing Scouting and Robotics. I think that I will be able to devote time to all of the meetings and activities, as I still have time and can contribute it towards making the city I grew up in and genuinely love an even better place.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Based on my experience with marketing and advertising events as a Scout in my troop of 50 scouts, I believe that one effective way to get other teens involved in community and City-sponsored activities is through targeted advertising. One way of achieving this is through leveraging social media platforms and other online methods of communication to reach teens where they are already active and engaged. Additionally, partnering with local schools can help spread the word about upcoming events and opportunities for them to be engaged with the city. Itâ€™s crucial to get teens more involved in their communities because it helps them develop important skills such as teamwork, and civic responsibility. By participating in community events and activities, teens can also build connections with others and feel a sense of belonging and loyalty to their city which can help to further their leadership and sense of civic duty. That's why I think I can do this because of my previous experience as a scout advertising events to get 30+ people to come to outings with only emails and 2 in-person meetings to get my point across.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a YAC meeting but I plan to attend one soon.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Riddish - 2023 YAC LoR (1).pdf

Upload 2nd Letter of Recommendation (optional)

Riddhish Letter.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Fil de Cal
[redacted]
San Ramon, CA 94582
[redacted]

March 6th 2023

Dublin YAC Application: Riddish Saravanan
Letter of Recommendation

To Whom It May Concern,

This is to provide support to Riddish's request to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term.

In my role as Scoutmaster and Assistant Scoutmaster of Scouts BSA Troop 201 in San Ramon, I had the opportunity to know and appreciate Riddish's qualities as he has progressed through the Scout ranks over the past few years.

Riddish has displayed a great deal of interest in helping his community through service projects, his behavior, and his contributions to his fellow Scouts and Troop. His leadership qualities, his analytical thinking and proactive attitude would make a great addition to Dublin's YAC, and provide factual, constructive support to the Committee's activities and goals.

Sincerely,

F. de Cal

ASM Troop [redacted] San Ramon

To Whom It May Concern,

My name is Jacob Mindes and I teach Riddhish History at Fallon Middle School. Since August, Riddhish has consistently performed at levels to be admired. He demonstrates knowledge of the content exceptionally well. He leads classroom discussions on a regular basis. He is also punctual and usually greets me with a “Hello” or “Good Morning” every day which any teacher would appreciate. I currently teach 200 students and when it comes to students that I would give a recommendation for, Riddhish is top of mind. I support him unequivocally for any club or organization. I am confident that he will make a great addition and even exceed expectations.

Best,



Jacob Mindes

8th Grade U.S. History Teacher

Fallon Middle School

[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5769

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Arni

Last Name*

Saxena

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

This will provide me opportunity to engage with other teen members of the local community and hear their views. I want to be able to question and challenge the views of other people both teens and adults in a constructive way, to broaden my views, and to have an active role in making decisions that will best serve the teen community of Dublin. I also want to be able to learn and grow my social and planning skills, and to benefit personally and professionally. I also want to use this opportunity to expand my circle to make a difference; to do something for the community; to have something useful to do, and to do something that impacts the community in a positive way.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am hardworking, organized, responsible teenager who prefers to be in open environment where my voice can be heard, and I am a very self-motivated person. I am an independent thinker who is also a good team player. I have won 3rd place in Alameda County Science fair working independently while I was also in Destination Imagination working well in a group in my elementary and middle school. I have also won the silver award for Girls Scout on building a platform for teen mental health issues along with my troop. I work well under pressure as I always had the maximum allowed electives right from middle school while maintaining my GPA. At present I am freshmen at DHS with 3 electives and all straight Aâ€™s . I love learning, and I want to recieve some hands on experience about city adminstration, and I am willing to put in my work for it.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

One of the major issues I believe teens today in Dublin deal with is mental health. There is peer pressure to fit in with friends, acadamic pressure to perform well, managing social media, taking your health into your hands, avoiding substances like alcohol and nicotine, being safe online, and bullying, all of which can take a toll over time. I think that the YAC can run awareness campaigns/programs for each of the above issues along with city servies such as police and doctors, and social media and web engineers along with DUSD services and let teens know to reach out to safe adults and help them get the information and help that they need.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

For the upcoming academic year I am planning to be in very few activities, which include Girls Scouts and karate along with YAC. My focus will be on my academics and to learn and contribute positively at YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved by spreading the word through the internet, social media, and word of mouth. We can ask teachers to inform their classrooms about it as well, in case some students missed out. We can mention it during other events as well, such as relevant club meetings. We can start a fundraiser for an organization that people are aware about, so they can learn more if they wish to. I would make sure that there are periodical reminders as well, so that students who wish to join have easy access to information.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not attended past meetings before, but I have seen past meeting agendas and minutes on the Dublin city website.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File | No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Recommendation Letter

To Whom It May Concern

I am Bharti Sawhney, resident of city of Dublin at [redacted]

I am writing this letter to recommend Arni Saxena to the Dublin Youth Advisory Committee. I have known Arni Saxena for the last 5 years. Arni is a remarkable teenager who I believe would make an excellent addition to Dublin Youth Advisory Committee. Arni is a very friendly teen who engages my son who is 10 years old in a fair and playful manner; we have fun play dates with her where they both enjoy equally, and she is never mean or angry at my son. My son looks forward to meeting Arni and learning more about student life in middle and high school at DUSD. She is a soft-spoken girl who has her unique perspective in all facets of discussion. Based on my interactions with Arni, she has demonstrated exceptional abilities and qualities that make her a perfect candidate for this position. I am confident that she will bring her unique perspectives, ideas, and hard work to the team, and contribute positively to any initiative taken up by the committee.

Arni is a highly talented and motivated student. In her freshman year at Dublin High, Arni is currently managing a challenging academic workload and extracurricular activities while still maintaining straight A's. Her ability to balance her work and have fun in a new environment is a testament to her adaptability, maturity, and resilience. In her eighth-grade year, Arni achieved remarkable feats, including clearing the AMC 8 exam (3rd place in her school), securing third prize in the Alameda County Science Fair, and winning the prize for best section leader in her Music class last year. She is a self-motivated and disciplined student who understands the importance of organization and structure in achieving her goals.

In addition to her academic abilities, Arni has also demonstrated her commitment to extracurricular activities. She represented her school (CCS) at the district level spelling bee in grade 5 and has a keen interest in history and science. She is always willing to give her best effort. Arni and my son have been teammates in swim team since the last 5 years. I've seen Arni grow from being a beginner level to an advanced level swimmer based on her hard work and perseverance. Arni practices martial arts at the same school as my son. I've seen Arnie learn and master techniques of self-defense and use them during in-person practice sessions.

One of Arni's notable achievements is her work on a website for teens that focuses on mental health challenges during COVID. She and her troop received their Silver Award from the Girls Scouts for this project, highlighting their commitment to making a difference in their community.

In summary, I highly recommend Arni for the Dublin Youth Advisory Committee. Her outstanding academic and extracurricular achievements, coupled with her dedication, discipline, and team player qualities, make her a valuable asset to any team. If you need any further information, please do not hesitate to contact me.

Sincerely,

Bharti Sawhney

Date: March 23, 2023

Address: [redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5717

Date Submitted: 3/20/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Kiya

Last Name*

Sehgal

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I have been living in Dublin my whole life and I have seen the changes that have occurred and how it affects the community. I feel as though I am a good contributor in seeing others views and ideas but also making my own that could be beneficial for the city. I also have had leadership and cooperative roles over the past few years that I believe have helped me feel like I can contribute to this team and help out. I am one of the freshman delegates of my school's HOSA club. There are 2 delegates per grade level for that club and the club consists of 150+ students. I am also in a program called LLS in which we help get donations to fund cancer research by reaching out and doing volunteer activities. In 8th grade, I was part of my school's PEAC elective in which we also helped others. My friend and I ran our own small tutoring nonprofit. I do things like this because I like to help out with the community and help others have great experiences. I like to take initiative and I want there to be good changes that benefit the community and help others therefore I feel fit to be a member in YAC.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I am a good leader and spokesperson. I was a peer educator and counselor in 8th grade in which we would work with others and run events as well as help the underclassmen. At one event, we had a screening for a movie about mental health and I was lucky enough to speak up about the message the movie was giving and let parents and peers know the importance of mental health. I am also a freshman delegate at my school's HOSA club. We have a conference coming up called SLC in which we discuss health professional events and do testing. As part of the executive members (delegates), we are creating a mini-con in which we can help other students with their questions about SLC. I also am just a great contributor and leader when it even just comes down to school projects or presentations. As delegate, I get to help make decisions for the club and take on some leadership roles for events. Then in Model UN, it is similar to speech and debate in which you can speak and give your ideas and input to help others. I feel like that is very similar to the council because in both you get to speak in front of others and give your input and help others by creating ideas and decisions together. This helps contribute to my skills I can use to help the YAC. I used to help tutor kids and because of that I am a good listener and under-stander and by listening to others ideas, we can help get better understandings and make good decisions for the community.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I feel like there is a lot of drug use at Dublin High School that should be prevented. We can do that by making it harder to buy and get your hands on drugs in Dublin stores especially for teenagers. The main issue is vaping and smoking to reduce the amount of vapes sold and also to tell students more about what they are putting in their body and what happens long term if they do vape or smoke. We could do that by having games and information on that at for example booths at the St Patrick's Day fair or the splatter fair. There could also be events at school with TUPE educators and games to help students interact and learn. Another issue I believe is happening is that sports for DHS have too many practices. I have not heard people talk about this but in my personal opinion, I have seen that DHS sports can sometimes end up being too much for a student, with all the homework that is needed to be done and all the studying. I have seen other schools only have 1-3 practices a week which is good for practicing but DHS has 5-6 days + games and that can exhaust a student. So maybe we can help lower the amount of practices in sports at DHS.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in the HOSA and Model UN clubs at my school. I am also in an organization called LLS which is a cancer research funding program. I am an active member of those but I will still have plenty of time to devote to YAC meetings and activities whenever needed.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would post those events on social media platforms since that is where teens are most active like instagram, snapchat, and tiktok. I could also put up flyers around the DHS campus since it is such a big school and everyone passes by many buildings everyday, they could see the event flyers and feel intrigued to going. Also giving a copy of those flyers to every teacher so they can put it up in their room and tell their students about it. I would just also reach out to my friends about it and tell them to tell their friends about it as well so that we could get as many people to come as possible.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not been able to but I would be happy to attend soon.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

LoR for Kiya Sehgal 2023 Dublin City Council draft1.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Dublin Unified School District
Dublin High School
[redacted]
Dublin, California, 94568

Principal	AP	AP	AP	AP	AP
Maureen Byrne	Kevin Cushing	Lisa Diaconis	Whitney Dwyer	Diane Santamorena	Andrew Waranoff

March 2023

To whom it may concern,

Please accept this letter of recommendation for Kiya Sehgal.

My name is Isaiah Mohr, I am Kiya Sehgal's biology instructor at Dublin High School. As of writing this, I have had the pleasure of teaching Kiya for almost 8 months now. During this time, I have had opportunities galore to observe how Kiya performs academically and socially and cannot recommend her enough for the Youth Advisory Committee.

Kiya is a consummate scholar who goes out of her way to chase down what she needs to know. Kiya does not horde what she learns – she shares it. She's never afraid to speak up in class whether to provide an answer or ask a question. In every group she has been in, whether chosen by her or assigned by me, Kiya has found ways to contribute.

Sometimes this means she takes charge of the situation, spearheads projects, and delegates tasks for others; when that happens, she is comfortable in that role and I've never heard a complaint from a group member. Indeed, more than a few groupings owe their success to her ability to organize and drive others.

Having said that, Kiya does not need or demand a central position of power to contribute. She works incredibly well with strong-willed (even bull-headed) peers. When arguing for her position, she maintains her cool. If her way triumphs, she is magnanimous and moves on quickly; if she gives way, she accepts it and keeps at her task. Her ability to meld well with others in any setting is much appreciated by this teacher!

Cheers,

Isaiah Mohr
Biology Teacher
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5844

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Arpita

Last Name*

Shanbhag

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Emerald High School

What grade will you be in during the 2023-2024 school year?*

9th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

From when I was a young child, at the age of 3 or 4, my parents spoke for me and made my decisions. Other kids around the same young age are most likely to have gone through this same mentality of their parentâ€™s choices, being their choices. But today as we grow up, we want a sense of our own voice, choices, and responsibilities. I want to use that freedom to benefit us. Our community and the city where we have been grown, raised, and loved. Dublin is incredibly diverse. It consists of newborn babies, tweens, teenagers, adults, etc. If the older half of the community can make mature decisions based on their experiences, why canâ€™t the youth of Dublin do the same? Through the Dublin YAC, I want my voice to be heard, my views to be expressed, and these traits to be embraced in order to impact the future of the youth in Dublin, through informed decisions where the experience and knowledge of the subject matter come from the seasoned professionals and the youth, as one. Through the YAC, I want to be able to communicate critically with the other members of the community and committee. I would like the rest of the committee to treat me seriously and acknowledge my presence and my words. When it comes to interacting with the rest of the board members, I want to hear their voices and views. Then, form inquiries, provide constructive yet reasonable feedback, and make them think outside the box. I also want this to apply to myself and I want to be challenged by the members to think of something unique that can change our lives. I want to bring myself and other fellow members of Dublin's youth to the goal of empowering the youth's voice. Additionally, developing a good rapport with the committee members, officials, and the youth of Dublin is important to enact change. Connections with others are what our world thrives on. Whenever we need a new idea, opportunity, or piece of information, we always turn and rely on the people we have created friendships with - professional and friendly. Using these newly established connections, I hope to increase the standings and profile of young people worldwide, starting small, such as in our city, Dublin. For the youth of Dublin, I would like to raise awareness of the projects that would be conducted throughout the meetings held. In conclusion, the need to raise awareness for young teenagersâ€™ decisions is what Dublin needs the most. Even though adults have a major say, the youth needs to have equal rights for the purpose of prosperity and growth.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I believe a powerful, change-making candidate for the YAC would be someone who is a passionate attentive listener who thrives for success, for themselves and others - and I believe I am that someone. Even though I consider myself an extrovert, Iâ€™m the type of person that usually listens to others talk and rant, and I am able to create responses that make sense and acknowledge that their opinion and voice matters to people. It is proven that listening to others contains more value than talking, as it gives you a sense of self-awareness, helps you build connections and relationships, and allows you to learn and share intellectual and inspirational topics and remarks. Mentioning inspirational aspects of life, I strive to be someone that people can look up to as a source of originality. Take, for example, in the Girls4Sports Club that Iâ€™m currently in, someone asked me for ideas for a poster raising awareness for our event. I was able to provide such ideas which allowed me to be awarded the â€œMost Inspiringâ€ mock award during our meeting reflecting on the fundraiser event. Whenever I am passionate about something, I will do anything in my power to achieve to that goal. The reason that Iâ€™m passionate about small and big things in life, is that I have the ability to work up to that goal which will benefit me and others in the future. I have a passion for helping the youth in Dublin because I would have that overwhelming feeling that I have accomplished something that has changed our lives for the better. Passion is my main driver when it comes to finding content in myself when Iâ€™ve done something. If I were to change the youthâ€™s lives in Dublin, I would be able to do that with the burning passion I consist of. Fun fact, my name, Arpita, actually means dedication in English, and I have proved that correct through my passions in life. I am dedicated to completing goals and tasks that will impact our future. Including being dedicated to accomplishing certain priorities, I have always been able to motivate myself to become dedicated to things that will s help someone or something in one way or another. These are qualities that I possess within myself, and I hope to epitomize these attributes to others.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Today the youth in Dublin is struggling with issues that are beyond their control, and problems that are caused by others, even if it may be intentional or not. Some of the main and most crucial issues that teenagers deal with are stress, academic pressure, being a people pleaser, caring about what others think, being judged, and many, many more. Through YAC, we can help overcome these issues, together. Throughout school, we have been taught about the basic principles of life such as how we shouldnâ€™t bully others at all. However, we see that bullying still occurs no matter what, and it is thought to be inevitable to get rid of. I believe that we should help schools create a safe space for kids and help the students to create strong and comfortable relationships with adults at school. For instance, the counselors at school should start roaming the campus more often and talk to the scholars in a friendly, yet respectful manner. The feeling that you are acquaintances often aids in the process of easing up to trusted adults who can help benefit and improve your life formally. However, throughout the sessions, the counselors should incorporate what they felt in their middle/high school years for the conversation to be more natural. When the scholar is talking about their personal experiences, if the counselor has ever experienced anything similar themselves, they should explain how that whole episode went. They should start by setting the scene and listing mistakes that they made and ways that they could avoid those mistakes and solve the problem efficiently. By making the conversations not seem formal at all, the counselors should advise the students to take action and inform their parents and the school itself because bullying isnâ€™t something that should be taken lightly. From experience that I have been in and witnessed others being in, people donâ€™t enjoy informing authorities or adults about what they are feeling by others because they would be considered a â€œsnitchâ€. When other students believe that they may be labeled as â€œsnitchesâ€ for their school life, it shows signs that they may care about what their peers think about them. However, it needs to be normalized because other peopleâ€™s thoughts do not define who we are, our thoughts, actions, feelings, etc. YAC can help raise awareness about this subject matter by holding presentations for the students that teach them effective ways to change their mindset and increase their awareness. When scholars change their mindset, they are able to improve and work on accepting themselves and showering themselves with care. In this world, the only person who is going to save you is yourself. This starts with students changing their attitude and outlook on life and valuing themselves, their thoughts, and their opinions, more than others. These messages need to be illustrated and conveyed through presentations or videos the YAC can create or host. One of the main reasons people tend to stress about what others think of them is because they want to be something called a people pleaser, or literally someone who strives and fuels themselves by pleasing others. Being a people pleaser is negative and can also lead to academic pressure/stress. Academic stress comes from wanting to receive perfect grades in school and choosing work over health in order to make others happy. One question that we should encourage our peers to journal and brainstorm about is â€œWhat makes ME happy?â€ and â€œIf nobody is acting like a people pleaser to you, why are YOU pleasing THEM?â€. You need to start treating yourself with kindness and self-love before trying to make others happy. The YAC should start hosting events, conducting presentations, contacting counselors to share this information in a 1-on-1 relationship with the student, providing support, and making sure that the students live in a safe and healthy environment at home and school. These negative factors in life need to be demolished when young, so teens can strive to be the most aspirational adults.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the 2023-2024 school year, I am going to enter the most stressful yet wonderful next 4 years of my life in high school. From current freshmen and sophomores, I have heard numerous scary stories about how they survive with practically 5 hours of sleep every night, but they are still able to attend all their classes, volunteer, and become well-rounded. I am determined to be the same as these aspiring high schoolers, but with a healthy amount of sleeping, studying, and time for enjoying myself. I consider myself to be extremely organized and I have mastered the skill of time management. I use the â€˜Pomodoro Techniqueâ€™ which allows me to use my energy for an allotted time period, and after work, I can take a break, which results in a source of motivation. The technique is that you work, with all of your energy and concentration for 25 minutes on one task, and take a 5-minute break afterward. After you have completed 4 rounds of working and taking breaks, you take a longer, 15-minute break. Another way that I am organized is that I am also able to divide up large projects into workable sections every day. Now that I have mastered the skill of managing my time efficiently, I am able to attend events, parties, and more with other people. I can ensure that I will be able to devote time each month to YAC meetings and activities because I have effectively learned how to take time out of my day to do everything because, with 24 hours in your hand, you can accomplish a lot. In the 2023-2024 school year, I will be involved in math classes, art, dance, and swimming. I am currently enrolled in a math class at the AoPS Pleasanton Academy where I take Geometry. In the 2023-2024 school year, I will take a placement test and hope to be placed in Algebra II. Currently, I have a passion for art, dance, and swimming and I take time out of my week to achieve and practice these hobbies regularly. I aim for about an hour a week for each passion I have. For art, I mainly look up sketching tutorials on YouTube as I am focusing on creating humans in an anime-like style currently. Through dance, I follow along K-Pop choreographies created by the music group and I attempt to complete the dance the way that K-Pop idols do. For swimming, I go to the Wave every Saturday during the time frame of 1 p.m. - 4 p.m. to practice swimming and teach my brother how to swim as well. I believe that I am well-rounded in the general aspects of life and I also believe that I can definitely make time for every YAC meeting and activity.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Teenagers can find themselves absorbed in social media and stress. Social media is often used as a coping mechanism for people like us - to escape reality or observe the events their friends are going through. Some know when they should be stopping to scroll mindlessly through social media posts, stories, highlights, etc., but others will keep on going until they have seen everything social media has to offer to them. With the amount of time teenagers spend scrolling on social media, it is likely that they will land upon posts that promote the youth to be involved in their community, nearby events, and City-sponsored activities. So, one way that teens can find out information to become involved is through social media, where people such as myself can raise awareness about these activities by posting on popular social media platforms. Social media is often seen as negative, but one can use it for good to promote healthy lifestyle choices and inform young people about important local matters. Dublinâ€™s youth community can become involved in activities and be informed about them through schools. At school, we use a technology platform called Canvas, which helps us send announcements to the entire school about any upcoming events, fundraisers, field trips, etc. I can take initiative and contact a teacher who is actively involved in promoting school spirit, counselors, etc., and I would ask them to create an announcement with the information that would be provided about the teen events and City-sponsored activities and create an event reminder on the studentâ€™s calendar, so that way all students in the high school would be aware of what activities Dublin is providing. It doesnâ€™t only need to be about announcements and current events going on, but it can also consist of ways to gain the attention of the youth and ask them if they want a voice in a choice that the city of Dublin wants to make for us. This process can be done through polling by schools. Also, I am attending Dublin High School for the first semester or the end of 2023, and I am later attending Emerald High School for the rest of my high school pathway. This ensures that I will have connections with both high school teachers, counselors, and other staff members in both schools. So, both schools can receive the same information from the same student. I am currently attending Cottonwood Creek (CCS), which is a K-8 school that causes the sizes of the grades to become smaller compared to other middle schools such as Fallon and Wells. Since Cottonwood Creek is a smaller school, it is easier to create ever-lasting connections with the teachers and students. So even when I am in high school, I can always contact the middle school teachers at CCS to spread information about ways even middle schoolers can be involved in Dublinâ€™s community. Using Canva, it becomes easy to create aesthetic posters that are appealing to the vision of others and it also helps efficiently convey information. I can create posters through a virtual platform, such as Canva as stated before, or I can hand-draw posters that inform and remind students about what Dublin has to offer events/community-wise, and I can also help hang them around the campus, with permission. Posters are a great and efficient way to increase local awareness of upcoming occasions. I have already had experience with this act through the Girls4Sports club at my school, where I created and hung posters to raise awareness of the events that we hosted through the club such as a fundraiser and a TEDx event. The club was able to receive many donations for the fundraiser for Sacramentoâ€™s Childrenâ€™s Home organization and applicants for speaking at the TEDx event. These are some of the main actions and abilities that I can provide to the Dublin Youth Advisory Committee when it comes to raising awareness and alerting the youth of our city

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have currently not attended a YAC or other Dublin Commission or City Council meeting at the moment. However, I will be on March 28, 2023, where I will be listening to teenagers of my age advocate changing the mascot of Emerald High School. During the presentation, the teenagers will be speaking out for others and showing that many people arenâ€™t in favor of the current mascot and believe that they have a voice to fight against this issue as they are rising freshmen in Emerald High School in 2024. However, I attended a student-initiated meeting with the Emerald High School Principal, Mr. Rojas, to advocate for a change in itsâ€™ mascot. I later conversed with the principal of Cottonwood Creek, Dr. Ventura, if she could help support the cause for a voice and choice in the possibility of getting our advocated wants into reality.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Arpita Letter of Rec CCS Letterhead - Sargent.pdf

Upload 2nd Letter of Recommendation (optional)

Rec Letter - Arpita Shanbhag.docx

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

Friday 17 March 2023

To Whom It May Concern:

I am delighted to discuss and share with you Arpita Shanbhag's outstanding qualities. To provide context for this reference, I've taught secondary English in the public school system for over 20 years. Currently, I have the pleasure of being Arpita's English 8 instructor at Cottonwood Creek K-8 School. It is a privilege to recommend Miss Shanbhag for the 2023-2024 City of Dublin Youth Advisory Committee.

Arpita is both a critical and insightful thinker. She is always looking to walk in another person's shoes to fully understand their perspective, so as to make the world a better place for all people. This is exemplified in her community service and after-school activities. Arpita volunteers weekly at Guradwaras and Sai Baba temples serving food, helping wash dishes, setting plates for others, and much more. Additionally, She is a member of the Girls4Sports Club, a non-profit and student-led national initiative to bring equality to sports. Miss Shanbhag has helped manage fundraisers to provide sports equipment to the Sacramento Children's Home and public service (TEDx) events to create awareness of crucial problems and topics in our society. Equally impressive is her involvement in many programs such as math olympiad, cultural dance and swimming, since the age of 5. Moreover, competing at all levels to expand her STEAM skills through various organizations (Destination Imagination, Zero Robotics, CML, Math Counts, AoPS Problem Solvers Competition), has earned Arpita accolades and top honors, qualifying to compete in a nationwide event this April.

Her extracurriculars are only paralleled by her scholastic achievement. She is taking 2 high school level courses, Spanish and Geometry and has maintained a 4.0 GPA every term, earning her Principal's Honor Roll, along with Integrity in Action awards for demonstrating trustworthiness and respect. Obviously, Arpita keeps her priorities in perspective, taking full advantage of the opportunities school affords her, and applying herself to the nth degree to attain her goals.

Miss Shanbhag is a change maker at only 13 years old. She is on a path to success because she sets high standards, applies ethical principles to impact positive change in herself and her community. Dublin's Youth Advisory Committee would be extremely fortunate to have such a thoughtful and intelligent young person as a member. If you have further questions, please do not hesitate to contact me.

Sincerely,

Laurie K. Sargent

Laurie K. Sargent
English Teacher

Cottonwood Creek K-8 School

Dublin Unified School District

Neeta Kaleshwari
Math Teacher
[redacted]

21, March 2023

To Whom It May Concern:

I am Neeta Kaleshwari. I am a Math teacher at Cottonwood Creek K-8 School. I am teaching Advanced Geometry to Arpita Shanbhag this school year. It is my pleasure to recommend Miss Shanbhag for the 2023/24 City of Dublin Youth Advisory Committee.

Arpita has excellent communication skills. Her notes and work are very organized, clear and concise. She demonstrates her oral articulateness in class discussions. She explains her views and supports her thoughts and ideas with facts and research. Arpita is highly proficient in applying the class lessons to real world situations. She also demonstrates good teamwork skills in group assignments. Her overall intelligence is also reflected in her grades for the course. She has maintained A+ in every term.

Arpita enjoys volunteering and believes that it creates a strong relationship and connection with family and community. She volunteers at her local religious places and at Girls4Sports Club, a non-profit student led/national initiative organization. Through this club she has helped in hosting two events - Sacramento Children's Home Fundraiser and TEDex event, upcoming in Spring 2023. She has won many awards and recognitions. In 2015 and 2017 she won Aloha Math Olympiad in her grade level. In the 2022 Hackathon Event by Dublin Youth Advisory, she was among the top 5 participants. Arpita and her team won first place in Zero Robotics in the year 2021. This was at a National level. They were placed fourth in the nation in 2022 for the same competition. In AoPS, she was at third place in Problem Solving competition and she was qualified to go to the nationwide finals.

At a personal level, Arpita is a well disciplined student with a pleasant personality. She has proven herself to have perseverance, initiative and leadership qualities. I highly recommend Arpita Shanbhag for the City of Dublin Youth Advisory Committee. She will be a positive asset to your program. Please do not hesitate to contact me if you have any further questions.

Sincerely,

Neeta Kaleshwari

Neeta Kaleshwari
6-8 Math Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5716

Date Submitted: 3/20/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Tanisha

Last Name*

Shanbhag

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Hey Dublin YAC! I am writing to express my interest in joining the City's Youth Advisory Committee. As a young person passionate about making a positive difference in my community, I believe that being part of this committee would be an excellent opportunity for me to achieve this goal. I am excited about the prospect of being able to voice my opinions and suggestions on issues that affect young people in my city. I believe that my unique perspective and experiences can contribute to meaningful discussions and lead to positive changes in our community. In addition, I am eager to gain valuable experience in leadership, advocacy, and community organizing. Being part of the Youth Advisory Committee will allow me to work collaboratively with others, and develop my communication and problem-solving skills, which will be invaluable to me as I pursue my future goals (I'm hoping on establishing a career in the medical field and I believe these skills are essential there :) I also look forward to networking with community leaders, government officials, and other influential individuals in my community. I believe that building connections will help me better understand local government and how decisions are made and potentially open doors for future opportunities. Most importantly, I am committed to being a voice for my peers and advocating for issues that affect them, and wanting to create a community in which everybody, especially our youth, feels inclusive regardless of any barriers. In the end, our goal is to want to break those barriers and create a unified city. Starting small, in our local neighborhood, can eventually grow our ideas and spread them throughout the nation and then the world - my ultimate goal - and reach out to kids everywhere and understand and aid them through issues our generation has to fight against. I am keen on contributing to the development of policies and programs that can benefit young people in my community. Overall, I believe that being part of the City's Youth Advisory Committee is a great way to create positive change in our community, and I am excited about the prospect of working with other committee members to identify issues that need attention and work on solutions that can benefit our peers and our community as a whole.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

An essential part of working in a government lead group is having good leadership skills. I have been part of the student council since first grade at my private school, along with being prefect for four years in my elementary school and the founder and officer of numerous clubs in middle school, which has allowed me to develop strong leadership abilities. Through these experiences, I have learned how to effectively communicate with others, delegate tasks, and take charge of situations to ensure that goals are achieved. Being a prefect for four years in my elementary school allowed me to learn how to manage and mentor other students effectively, ensuring that everyone was included and valued. As the founder and officer of various clubs and captain of three sports teams in middle school, I learned how to manage a team and lead them to success. These experiences have taught me the importance of being a good listener, patient, and open-minded. I believe that these skills will be valuable in the YAC, where effective leadership is crucial to achieving our shared goals. I am confident that my experiences will enable me to make a positive contribution to the committee and help me become a successful member of the team. In addition, I possess strong teamwork skills and I am always willing to work collaboratively with others to achieve common goals. I strongly believe that teamwork is key to achieving positive outcomes in any work setting. As a theatre kid, performing in several shows has taught me to work in unison and be accepting and encouraging of everyone on set and in your cast, and how to get along with everybody and put on a great show. I see myself as a social butterfly, meaning I enjoy interacting with others and I am always keen on helping and understanding them. Being part of several sports teams I have also learned how to persevere through challenging times by being able to stay strong as a group in its entirety. I believe that effective communication and active listening are as well crucial components of teamwork, and I always strive to listen to the ideas of other people and consider their opinions. I value diversity and believe that working with individuals from different backgrounds and experiences can bring new and valuable perspectives to the table. In summary, my good teamwork skills, willingness to work and listen to the ideas of others, and sociable personality make me an excellent team player and a valuable member of any team. Last but certainly not least I am excited about the prospect of joining the YAC, particularly because I have recently moved to Dublin and I believe this will be a great opportunity to get to know my new community better. Furthermore, as a high schooler, I have all the more opportunities to do so. I am eager to learn about the local issues affecting young people and to contribute my ideas and skills to create positive change in the community. I am committed to making a positive impact in my locality and I believe that serving on the youth advisory committee is an excellent way to achieve this. I look forward to collaborating with other members of the committee to make a difference in the lives of young people in our community.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

In my opinion, teens in Dublin are currently dealing with several issues that teens worldwide are and that require immediate attention. One of the most pressing issues is mental health, including stress, anxiety, and depression, which are common among young people due to academic pressure, social media exposure, and issues within their personal and family life. The rise of cyberbullying and online harassment is another significant issue that affects many teens in the Bay Area. Additionally, homelessness, drug addiction, and social inequality are persistent issues that have a severe impact on the lives of young people in the region. An advisory committee can play a crucial role in addressing these issues by raising awareness, advocating for policy changes, and developing programs and resources that support the mental health and well-being of young people in Dublin. The committee can also collaborate with local organizations and government officials to address issues related to homelessness, drug addiction, and social inequality, and work towards creating a safer, healthier, and more equitable environment for young people in the region.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Activities I am currently involved/will be involved in include: - Schools courses - Speech and Debate - Dublin MSF - Dublin Key Club - Dublin Red Cross - HOSA - Musical Theatre - Professional Singing - Varsity Soccer - Varsity Lacrosse - Bollywood and HipHop Dance Teams Although it may look like it's a lot to handle, with efficient time management skills, I will able to dedicate about 5 - 6 hours and that being the least! I am passionate on making an impact in our community and willing to put in the time for it!

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

One of my main goals would be to encourage more teenagers to get involved in the community, teen events, and City-sponsored activities. Here are some ideas that I believe could be effective in achieving this goal: Social media campaigns: Social media is a powerful tool for reaching out to young people. I would suggest launching a social media campaign that targets teenagers in the area, highlighting the benefits of getting involved in community activities. This campaign could include posts, stories, and videos that showcase the fun and exciting activities available, as well as testimonials from other teens who have participated in similar events. Collaborations with local schools: Schools are an excellent resource for reaching out to young people. I would suggest working with local schools to promote upcoming community events and activities, and even offering incentives or extra credit for students who attend. Additionally, partnering with schools to host events on school grounds could provide a convenient and familiar location for teenagers to engage in community activities. Youth-led initiatives: Teenagers are more likely to get involved in activities that they feel are meaningful and relevant to their interests. As such, I would encourage the creation of youth-led initiatives that focus on issues that matter to young people. These initiatives could range from environmental activism to mental health awareness and could be organized and led entirely by teenagers. Engage with community leaders: Finally, it's essential to engage with community leaders to ensure that they are aware of the importance of involving young people in community activities. I would suggest organizing meetings with local business owners, city council members, and other community leaders to discuss the benefits of involving teenagers in community events and activities. Overall, my approach would be to create a multifaceted strategy that leverages social media, local schools, youth-led initiatives, and community engagement to encourage more teenagers to get involved in the community, teen events, and City-sponsored activities. By taking a holistic approach, I believe that we can make a significant impact in increasing youth participation in community activities. I also want to add that usually teens ignore events similar to these when hosted by adults or such because they feel they are unable to relate with another generation. With the YAC hosting such events, it reassures and encourages members of our age group to take part and understand issues they may be facing.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not attended a YAC or Dublin City meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Tanisha Shanbhag LOR (1).pdf

Upload 2nd Letter of Recommendation (optional)

Tanisha Shanbhag LH.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

"*THE GAEL FORCE*"

A California Distinguished School

Maureen Byrne, Principal
Paul Faris, Assistant Principal
Diane Santamorena, Assistant Principal

Krista Taylor, Assistant Principal
Lenni Velez, Assistant Principal
Jennifer Nickl, Assistant Principal

Chris MacDougall
English Teacher
[redacted]
Dublin High School

To Whom it May Concern:

I am writing to recommend Tanisha Shanbhag in high regard. She excelled as a student in my Health class her last semester.

The first thing that I noticed about Tanisha was her focus. She was always particularly self-motivated to apply herself to the tasks at hand. Tanisha was someone that I could count on to achieve at a high level, at the best of her ability, with the willingness to help her classmates that needed assistance with concepts while working in small groups. She also effectively shared her thoughts in full-class activities. This sharing of insights was integral to her success and that of her classmates. I value accurate, authentic contributions like Tanisha's while trying to relate a particular lesson's objectives to my students. She always did so while remaining serious and respectful. She also had warm friendships with her peers.

Besides her tangible achievements, Tanisha brings responsibility, positivity, respect, and friendliness with her wherever she goes. I am confident that the organizations she finds herself in will be excited to have her. Please give her serious consideration for selection.

Sincerely,

Chris MacDougall

[redacted]
Dublin, California [redacted]
[redacted]
Main FAX [redacted]
www.dublinusd.org/dhs

Michelle Reimer
Dublin High School
[redacted]
Dublin, CA 94568
[redacted]

March 20th, 2023

Youth Advisory Committee
Dublin City Hall
100 Civic Plaza
Dublin, CA 94568

To Whom It May Concern,

It is with pleasure that I enthusiastically recommend Tanisha Shanbhag for the Dublin Youth Advisory Committee.

My name is Michelle Reimer and I am Tanisha's freshman English teacher this semester. I have greatly enjoyed working with Tanisha for the past several months and I have seen her consistently demonstrate many personal qualities that cause her to be a great candidate for Dublin's Youth Advisory Committee.

Tanisha is incredibly friendly and kind and has been very welcoming towards me, a new teacher joining the school in the middle of the year, from my very first day. She has consistently been genuine and caring and she displays this behavior towards her classmates as well, working very well with them on a variety of different activities and assignments. Tanisha is also a very responsible student. She has been committed to completing all of her assignments for my class, always wanting to do the very best work she possibly can.

Another set of qualities I have observed in Tanisha that make her a particularly great fit for the Youth Advisory Committee is her natural capacity for leadership and helping others. She often is the one to take charge in a group, not out of an insistence on being in charge, but because she is often the one to clearly see what must be done and how best to proactively accomplish whatever the task may be.

I am confident that Tanisha would be an excellent fit for Dublin's Youth Advisory Committee. Please feel free to email me if you have any further questions about this wonderful applicant.

Sincerely,

Michelle Reimer
English Teacher
Dublin High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5745

Date Submitted: 3/22/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Atharv

Last Name*

Sharma

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High school

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Dublin, California, never fails to amaze me with the diversity, inclusion, and acceptance it offers to people from every background. I have called Dublin my home for over twelve years of my life. This community has given me so muchâ€"a diverse outlook, exposure to different cultures, and social awareness from a young age. I want to give back as much as possible as a student, community member, and leader. Being a member of the Youth Advisory Committee is an excellent opportunity for young members of the community, like myself, to have a voice and contribute to the decision-making process of the city. It provides a platform for youth to express their ideas, opinions, and concerns about issues that affect their lives and the community they live in. After hearing about my sister, Khushi Sharmaâ€™s experiences with the YAC in 9th and 10th grade and being on Mayors Council 11th and 12th grade, I realized that being a member of this council would also give me the opportunity to refine leadership skills, learn about local government, and experience working with a diverse set of people as we collaborate on projects that will transform our community from the inside out.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

As a strong candidate for the Youth Advisory Committee, I possess excellent communication skills, both verbal and written. The ability to articulate ideas and opinions clearly and effectively is a crucial detail I would focus on when representing the youth of the community. I also find it important to be a good listener and make an active effort to be open to other perspectives. As a member of the committee, I will be able to interact with a diverse group of individuals, including other youth, community leaders, and local government officials. Being respectful, courteous, and professional are qualities that I possess and oneâ€™s that will empower me to build positive relationships. Being able to motivate and inspire others, as well as being a team player, are important qualities for success in this role. I have a strong work ethic which is important when working on projects and initiatives for the committee. I am reliable, responsible, and able to work independently and as part of a team, which is crucial for achieving positive results. I also have a friendly and approachable personality that would be a great asset to the committee. My leadership skills are something that I believe would make me a valuable addition to the YAC. Over the last seven years, I worked to hone my leadership skills as a Boy Scout, serving as an instructor, patrol leader, and den chief, all positions that my peers elected me for and I held for a total of six months. Now, I am preparing to begin one of the greatest projects of my Boy Scouts career: my Eagle Scout Project. I am in the middle of putting together a project plan and have invited younger members of my troop to participate. By doing so, I hope to mentor and guide them as I establish myself as an Eagle Scout. All of these skills and experiences have prepared me to take this next step in my leadership journey, and I believe they will make me an asset to Dublinâ€™s YAC.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Personally, as a high schooler, the main issues especially in Dublin is the academic pressure, which is placed on students from a young age and significantly affects their mental health. The Youth Action Committee can address this issue by creating programs and initiatives that focus on promoting a healthy work-life balance, which most students struggle to maintain, and supporting students' mental health in new and diverse ways. For instance, the YAC can help organize stress-reduction workshops, offer counseling services, and then work to create peer-support groups. Additionally, YAC can collaborate with local public schools and universities to develop strategies that reduce academic stress and promote academic success.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Some activities that I will be involved in during the 2023 to 2024 school year will be Boy Scouts and DHS Hip Hop team. I will be working on my Eagle Scout Project and attending competitions regularly; however, I understand how to balance my time and will make sure that my extracurriculars do not overlap, intersect, or interfere with my ability to attend YAC meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Some of the ways I would encourage other teens to get involved would be through social media, offering incentives, and by making the city sponsored activities fun and engaging for teens. Social media platforms like Instagram, Facebook, and Twitter can be great tools for promoting events and activities targeted at teens. It also encourages other teens to share information with their friends through posts and stories. Many teens are motivated by rewards, so offering incentives for attending community events will make them want to participate. Some incentives would be anywhere from volunteer hours or offering free food to entice them to attend. I would ensure that each event centered around a cause that affected students or one that they were passionate about. To get a pulse on these topics, I would send out surveys to local schools or use polling features on social media. I would also work to make our events engaging by incorporating fun activities in our agenda that centered around music, art, or even sports to leave students feeling empowered and inspired.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No I have not but I have been to many city of dublin events and I am excited to start attending.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Atharv Sharma Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

BOY SCOUTS OF AMERICA®

Troop [redacted], Pleasanton, California

March 22, 2023

To Whom It May Concern:

It is my pleasure to provide this recommendation for Atharv Sharma. I am the former Scoutmaster and a current Assistant Scoutmaster for Troop [redacted] of Pleasanton, of which Atharv is an active participant. I'd like to share my observations of the values that best exemplify Atharv's interests and character, and how these are applicable to the role of Youth Advisory Committee Member for the city of Dublin. The application states that the committee is looking for enthusiastic students that are interested in representing the young people of Dublin, learning how local government works and planning events that benefit the community.

The Scouting program has specific objectives that are referred to as the "Aims of Scouting." They are character development, leadership development, citizenship training, and personal fitness. Atharv is now a Life Scout (one rank below Eagle) and has been committed to the program for the last four years with our troop and another two years with a Dublin Pack. During that time, he has taken part in many activities that lead him to understand and embrace those Aims. He has First Aid skills, knows how to respond in an emergency situation, and has an appreciation of what it means to be a citizen within the context of his community, nation and the world. He has been involved in many great outdoor activities and understands how to make fitness fun. He has served in several leadership roles already, including as a Den Chief to help younger Scouts at the Pack level, as an Instructor to create and guide learning of Scout skills with the troop, and as an assistant Patrol Leader to plan and lead his peers.

Atharv understands the value of giving back to his community. In Scouting language, we call this the habit of "Doing a Good Turn Daily." He has participated in many hours of service in our community through a number of projects in which the troop supports such as Scouting for Food (one of the nation's largest single day food drives) and many conservation projects. Whether clearing invasive species of plants from a watershed or removing garbage from local creeks, he has constructively used his time to improve the environment and maintain the beauty of our surroundings.

In conclusion, Atharv exemplifies those values that make Scouting a force for good in our culture. The values and capabilities that he has already demonstrated lead me to conclude that he will be a highly effective, principled leader in all his pursuits. I strongly recommend Atharv for inclusion in the Dublin Youth Advisory Committee.

Sincerely,

James R. McMillin
Assistant Scoutmaster
Troop [redacted], Pleasanton, CA

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5811

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Yashas

Last Name*

Shashidhara

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to be part of the City of Dublin Youth Advisory Committee because I want to give back to this community that supported my family and I, these past few years. I believe that people need to step up and support each other and the community, and I want to be one of these people. I want to help make our city better by helping the people of this city. I hope to be able to take my work and use it to make a meaningful contribution to our city. To do this, I can contribute with my past experiences, strong work ethic, and unique problem-solving skills. In the past, I have helped organize Fundraisers and lead community projects in Leadership organizations. These experiences helped me attain valuable skills that I can apply to my work in the City of Dublin Youth Advisory Committee. The strong work ethic, and problem-solving skills I picked up from numerous events are very useful in my daily life. Whether I'm doing schoolwork or planning an event with my friends, my well-rounded skills always help me.I believe that my passion for making a positive impact, my experience working with teams to achieve shared goals, and my dedication to academic pursuits make me an excellent candidate for the youth advisory committee. I am excited about the opportunity to serve my community in this capacity and would be honored to be considered for this position.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

My strongest skill is my leadership. As the Dublin Mayorâ€™s Council Environmental Advocacy Division Lead - I was able to manage a team of 5 students to plan a city-wide agriculture olympiad + code a website for the online exam and run a city-wide battery drive that collected, packed, and recycled 1000 pounds of batteries. As a nationally ranked public speaker my speaking skills would be useful in discussions to make sure everyone's voice is heard I am also creative and a crafty thinker. Due to my environmental advocacy work, I was even awarded the Dublin Young Citizen of the year award. As our school underwater robotics captain, I was able to be creative when leading a team without a coach and new components. I had to get our team to use scrap parts from other devices and crowdfund money to buy more parts. As a high school team going up against college teams, I was still able to persevere in the face of great obstacles. I believe my persistence would be helpful at YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I have noticed this with teens due to their careless behavior that can be harmful to the environment but can also be applicable to everyone. Based on the Drought that California faced in these past few years, I would like for YAC to implement a project to reduce water usage in our city focused on teenagers. I would do this by spreading awareness about this predicament to our community. This could be done through partnering with water utility organizations to educate children in schools as well as adults in their workspaces about conserving water. Through spreading the word or conducting assemblies we could explain different methods to reduce water usage in our daily lives. A feasible plan to promote saving water is to have designated water saving days where the whole city would plan to reduce water usage for that say by a certain amount(Ex: 30% less water than usual) . Through this, saving water would become a habit for most families and gradually become part of everyone's daily lives. Other alternative methods also include replacing grass areas with synthetic grass to conserve water. With the whole city working together to combat drought there is no doubt that our city will improve and hopefully inspire other cities to do the same.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am on the Dublinâ€™s Mayors council where I lead 6 students as the Project manager for the Environmental Advocacy Division. In school I am involved in a few clubs such as the national honors society and the California Scholarship Federation. I am willing to devote as much time as needed to YAC meetings as my time will go towards helping my city.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

In the past I have run projects in the Dublinâ€™s Mayors council that I also tied in with school clubs. I was able to partner with many clubs(DHS Envirotech, CSF, Save the Bay, Breaking Bearriers) in and outside of school to also promote an activity. By giving volunteer hours and rewards for meeting certain goals the participation of teens in the recycling drive skyrocketed. Using networking skills I would be able to get the word out to many clubs in school, which would be a primary source of news for teens to participate in events/activities sponsored by the city. Here are some other strategies I would use. Use social media: Social media is a great tool for reaching out to other teens and promoting community events. I would create social media pages dedicated to promoting community events and City-sponsored activities, using eye-catching graphics. Creating student networks: One of the best ways to get other teens involved is through peer-to-peer networking. By organizing meetings and events that bring together young people who share similar interests it would be easier to get students to collaborate. By creating a sense of community and shared purpose, we can motivate others to get involved and make a difference.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

YaSh LoR 2023.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

Jan 16, 2023

To Whom it May Concern:

I met Yashas Shashidhara in November of 2021 during his Junior year. Yashas is a student in my Honors American Literature class. I have gotten to know Yashas as a hardworking, intelligent scholar-leader. In class, Yashas is a great student to have in class because of his contributions and willingness to engage with even our most complex texts.

Yashas is currently in good standing in all of his courses at Dublin High School. In my class, he has demonstrated strong leadership qualities. He does this by setting a stellar example to his peers while simultaneously supporting his peers in various ways. This year, during a Socratic Seminar a classmate was stumbling and nervous and Yashas discreetly offered some quiet support. Because of this quiet support this student was able to collect themselves and participate fully. Additionally, I have witnessed Yashas motivating and supporting his peers in class when they are faced with a challenge. Additionally, Yashas is a precise and keen reader and writer who shares his complex and interesting ideas in class. He does not need a lot of guidance in accessing challenging texts – he already possesses strong reading and writing skills. He continues to build on his skills each day and works tirelessly in class.

Throughout high school, Yashas has challenged himself in many advanced-level courses in addition to dedicating time to a variety of extracurricular activities. He has varied experience with extracurricular activities and they all have a community service aspect to them. He has been involved with service projects from middle school to high school and even worked with the city of Dublin on a battery drive.

Please give your strongest consideration to this most worthy candidate. He is a hardworking, outgoing, and ideal candidate for this opportunity. Yashas will prove to be a powerful contributor to this program.

Sincerely,

Constance C. T. Peinado
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5852

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Iris

Last Name*

Shen

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

Junior

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

The primary reason for my desire to serve on the City of Dublinâ€™s Youth Advisory Committee stems from my personal involvement and struggle with many of the issues that the Youth Advisory Committee tackles. I believe the YAC hosted a mental health forum earlier during this term, and I am, for one, especially grateful to see fellow teens becoming involved with struggles regarding mental health. I want to be able to contribute to such forums and extend existing help regarding mental health for teens, especially students, as someone who has battled academic burnout in previous years. I am also eager to get more teens involved in events around Dublin. I am a member of Dublin Highâ€™s orchestra, and am excited to get more people involved in the Youth Benefit Concert, among other events and programs. Iâ€™m also currently a member of Dublinâ€™s Mayorâ€™s Council, and have been working with other teens on various projects around the city; I truly enjoyed serving the city and am hoping to extend that to the Youth Advisory Committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I possess both the background and disposition that I believe will make strong, original contributions to the YAC. I am deeply involved in many of the activities that teens often pursue, such as art (both visual and performing) and STEM-based topics. As someone who has previously volunteered and worked under the City of Dublin as an artist and student, I can utilize the skills and knowledge I acquired to provide unique perspectives on issues, events, and topics about youth involvement and Dublin in general. Over the years, my involvement in the arts has allowed me to become a more creative person overall and influenced my approach to many subjects in that my ideas are often new and valuable to any conversation that I come to. Moreover, I am also a strong communicator and utilize my creativity in problem-solving and suggestion; during group projects and the like, Iâ€™m not afraid to take a leading role or put ideas out into the open if the need arises. Iâ€™m completely open to any suggestions but wonâ€™t hesitate to put my foot down if I feel strongly about a subject. I am a firm believer that open discussion and disagreement are incredibly important in any team setting, and thus I will dedicate myself to transparent and thoughtful exchanges without dominating a conversation. I have experience serving the City of Dublin! As a member of the cityâ€™s Mayorâ€™s Council and someone who has worked as an artist under the Parks and Community Services for various projects, I already have well-established background knowledge of how Dublinâ€™s committees and city government operates. Thus, I believe that I have not only the soft skills needed to be a successful member of the YAC, but also a well-rounded background of service in the city of Dublin.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

During my time at Dublin High School and even while in middle school, I noticed and even struggled myself with the idea of competition in schools. The competitive nature of school nowadays, especially for teens going into extremely competitive fields, has led to an over-competitive atmosphere and a truckload of stress for many students, including myself. I like that Dublin High has established a Wellness Center, and I think it could be possible to establish something similar for middle schools as well; this would likely not manifest as an entirely separate building, but it would be helpful to provide mental health resources to middle schoolers in the form of anonymous help or a more frequent mental health forum that allows students to voice their opinions on the matter. Iâ€™m also growing increasingly aware of the connectivity issues we are currently experiencing, and Iâ€™m not just talking about the school Wi-Fi (although that is also something I and many others would also like to see improved, and I would be happy to help organize fundraisers to help with that). With digital media more popular than ever, I feel that students have become very connected online, which I think is fantastic on its ownâ€”but that has resulted in a lot of â€˜groupsâ€™ of students becoming rather disconnected. I do not think there is a one-size-fits-all solution for an issue like this, which I believe many may not view as an issue at all, but I would like to see more group-oriented events. Finally, although it is unfortunate to say, I feel that some teens in Dublin have been dealing with vaping, nicotine addiction, and alcohol use. While they do not represent the majority of teens, there is still a substantial amount of teen substance users to the point that I hear news about it in hallways during school, and can sometimes smell vapor in school bathrooms. The YAC will likely be unable to directly host interventions, but I would like to see some action being taken. However, I find that while prevention methods in education have prevented nicotine use to some extent, it obviously doesnâ€™t deter students who may not care as much about the health risks. I believe it would be beneficial to host a forum where teens are talking to teens, not necessarily in a â€˜this is bad, you shouldnâ€™t do thatâ€™ way, but as a conversation where both sides can express opinions and discuss quitting nicotine or preventing teens from using substances in the first place.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Right now, I serve under the Mayor's Council and am hoping to return for a second term. I'm also a member of Dublin High's Science Olympiad Team and am currently the club's Public Relations Officer. Volunteering, both in an out of Dublin, is also something I have been involved in for the past few years. I'm also starting and completing art projects and classes, as well as playing piano recreationally, but none of these extracurriculars should have any time conflicts with the Commission's meetings every month. I have no doubt that I will be able to regularly attend the meetings and will be able to dedicate the time needed every month.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I, for one, am very big on social media advertising, as well as design and effective campaigning. As an artist with experience as a Public Relations Officer, I understand how important it is to get your name and events out into the world before anything else. Currently, I believe that Dublin has been doing relatively well with advertising their events--however, I find that I hear a lot of the news from other students rather than the city itself. In fact, I wouldn't have known about the opportunities the city extends to artists had my art teacher not informed me about it personally. Because of this, I want to use my skills in both graphic design and art to expand the City's social media presence and present events in a way that is easily digestible and exciting. In doing this, I also want to build a stronger community in Dublin's teens, rather than having most of them be grouped off on their own (I am a huge fan of what many students have been doing with Dubversity, and I would like to help extend those ideas to even more teens in Dublin). Involvement needs interest! What I would suggest is to distribute information throughout schools for events and activities that everyone can participate in--not just in emails, since students can get tens to hundreds of emails every day--but perhaps in a regularly distributed newsletter to both high school and middle school students similar to the Dublin Shield. I believe that would help a lot just to mention events often and get knowledge out there.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I haven't attended a meeting recently, though I have been keeping up with some of the events online; I was particularly interested in the Youth Benefit Concert, which was mentioned at the March 22 meeting, as an orchestra member, and am glad to hear that things are currently running smoothly.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

hrecommendation.pdf

Upload 2nd Letter of Recommendation (optional)

sgrecommendation.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

8151 VILLAGE PARKWAY, DUBLIN, CA 94568 - 925.833.3300 - FAX 925.833.3344

DHS.DUBLINUSD.ORG

March 16, 2023

To Whom It May Concern:

It is with great pleasure and confidence that I recommend Iris Shen. What I admire most about Iris is her quiet confidence. In a class with a great deal of booming personalities, Iris stands out with her thoughtful analysis and ability to inform without raising her voice. Iris is what we want our leaders to be. She is intelligent, focused, and compassionate.

Iris has the social skills and discipline necessary to work well with other students in collaborative groups. On many occasions I noticed that her help was welcomed by other less sure students in these settings. She works effectively in groups, taking leadership roles, always insisting on sharing and completing thoughtful work- skills and abilities that will serve her well in future academic and workplace settings.

Iris is not only self driven in her academics, she is also a talented writer. With her combination of intellectual skills, motivation and social maturity, she will flourish as a leader.

I give Iris my wholehearted recommendation.

Sara Hollison

Sophomore Advanced English Teacher

Teacher Librarian

Dublin High School

[redacted]

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 22, 2023

To Whom It May Concern:

It is a pleasure to provide a letter of recommendation for Iris Shen, who is currently a sophomore student in my Advanced Placement European History course at Dublin High School. Iris is a pleasure to have in class because she is deeply engaged in the course material, participatory, and demonstrates leadership abilities when working with peers.

The AP European History curriculum covers advanced topics including politics, economic principles, philosophy, and art. Iris is always engaged in class and is dedicated to understanding these topics. She has maintained really good grades in my class and her test, quiz, and Socratic Seminar scores reflect that work and care that she invests. Her written work and verbal comments consistently demonstrate a complex understanding of these topics.

Iris enjoys participating in class on a regular basis. In Socratic Seminars, she is not hesitant to jump into the conversation and contributes thoughtfully without dominating the conversation. During class time she regularly raises her hand to share opinions and answers. Her participatory nature adds a lot to our classroom discussions and classroom culture.

Lastly, Iris is very sociable and personable, enjoys working with other students, and is not afraid to lead her group in a productive direction by asking questions that bring the group together and move them forward. In the past, she has taken on more work than was fair when some of her group members failed to complete their tasks. She is a leader in that she will do whatever it takes to produce a high quality product.

For these reasons, I think Iris would be a great fit for your program, and I hope that you consider her. If you have any further questions you can reach me at [redacted]

Sincerely,

Silvia Sosa

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5689

Date Submitted: 3/17/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Arjun

Last Name*

Shenoy

Street Address*

[redacted]

City*

dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Fallon Middle School

What grade will you be in during the 2023-2024 school year?*

6th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee because it will give me an opportunity to get involved with the community. This role will help me learn to work with others as a team, and meet new people. It will also help me to build leadership qualities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am an energetic and enthusiastic person. I enjoy reading, and I have a strong ability to grasp knowledge, which has also helped me excel in academics. My strengths are my positive attitude, clarity of thought, and inquisitiveness which have helped me in being an active participant in discussions.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

In my opinion, a lot of teenagers donâ€™t have enough opportunities to meet people in real life. Instead, they resort to online gatherings. Online gatherings arenâ€™t as beneficial as real life gatherings for a few reasons. Meeting people in real life can help build trust, and there arenâ€™t any issues with not being able to hear someone, unlike online gatherings. One way YAC could address these issues would be to give speeches and presentations at school about meeting friends in real life more often, and all the benefits students can reap from it.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be completing Cub Scouts by the end of my elementary school year, and I am planning to join a Boy Scout troop. I have been playing piano for the last six years, and plan to continue. I also play chess and tennis. With these activities, I have ample time on hand. I am certain that I will be able to devote time for YAC meetings and activities, and am looking forward to it.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I shall talk about YAC and its activities at my school, the clubs that I am a part of, and social gatherings. I will try to give presentations, and help spread the word, so more teenagers will know about it and be keen to participate.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Yes, I had the opportunity to attend a City Council meeting a few months ago. It was on October 18th, 2022, when the City of Dublin proclaimed the month of October as Hindu American Awareness Appreciation month. I felt proud as a person of Indian origin and as a citizen of Dublin.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Arjun Rec Letter.pdf

Upload 2nd Letter of Recommendation (optional)

arjun rec letter (1).pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

German Rodriguez
BSA - Den Leader/Asst. Cub Master
[redacted]
Dublin, CA 94568
3/06/2023

City of Dublin
Boards and Commissions
Youth Advisory Committee
Dublin Senior Center
7600 Amador Valley Blvd.
Dublin, CA 94568

Dear City of Dublin:

I am writing this letter of recommendation for Arjun Shenoy who is applying for the Youth Advisory Committee. I have known Arjun for 4 years now and I whole heartedly recommend him for this role. As his Den Leader, I have seen Arjun mature into an extremely responsible young man. Even as a younger boy, he would always read ahead in the Scout manual and keep us Den Leaders on our toes with respect to the materials and lessons.

Moreover, Arjun is a very well spoke, enthusiastic, and charismatic leader. He often was the voice of the Den, bringing up very exciting ideas which benefited the entire Den. I believe it is his enthusiasm that puts him in front of the pack. He voices his ideas very well and champions them through implementation. For this reason, I believe that Arjun will be an asset to this organization.

Please feel free to reach out to me if you have any questions, or if you simply would like to have more of a conversation around my recommendation. Thank you for your time and consideration.

Sincerely,

German Rodriguez

German Rodriguez
Boy Scouts of America
Dublin Pack 986 Den Leader/Asst. Cub Master
[redacted]

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March 6, 2023

To Whom it may concern,

Arjun Shenoy is currently a student in my fifth grade class at John Green Elementary and is applying to be a part of the Dublin City's Youth Advisory Committee for the 2023-24 year.

Over this time, he has stood out as a leader. He consistently takes on the responsibility of spearheading group conversations and projects. He shines when given the opportunity to present and has a knack for memorizing and delivering speeches that are articulate and passionate.

Arjun is an outside of the box thinker. His creativity and growth mindset are assets in and out of the classroom. He is an active listener and will gladly add to conversations and brainstorming discussions with new and/or improved ideas.

Arjun is self-motivated and very bright. He consistently earns high marks on his assignments and turns in all of his work on time. He is dependable, hard working and always has a positive attitude.

I recommend Arjun Shenoy for the Dublin City's Youth Advisory Committee. If you have any questions about Arjun's schooling or abilities, please contact me at [redacted]

Sincerely,

Ashley Sylva

Ashley Sylva
5th Grade Teacher
John Green Elementary

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Print

Youth Advisory Committee Application 2023-2024 term - Submission #5835

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Hasini

Last Name*

Shivakumar

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Committee because I want to provide meaningful input into decisions made that impact me and my peers. I believe that it is extremely important that young people are informed and involved in matters and issues that affect themselves and their demographic. I want to use my voice to advocate for teens in Dublin by addressing issues that affect us and by providing my opinion of the way that these problems are solved. I also love volunteering and giving back to the community. I would love to participate in city events and help implement and promote activities for Dublin youth. Another reason I would like to become a member of the YAC is because I want to experience being in local government. I am fascinated by the way governments work and would love to gain the experience of working in one. By representing Dublin youth and speaking on important issues and decisions, I think I can make a difference and help implement solutions to issues teens are facing. I want to bring attention to the problems that Dublin teens are struggling with and help solve them. I want to work towards bettering the community in Dublin and I believe that I can accomplish that through the YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

One of the skills that I possess that would make me a strong candidate for YAC is my ability to communicate with others in a thorough and productive manner. I can clearly articulate my ideas and voice my opinions in a constructive way. I also am able to keep an open mind and inform myself on viewpoints that I may not have previously considered. Another skill that I have that would make me a qualified candidate for YAC is my determination and ability to uphold commitments. I would characterize myself as a hard working individual and as someone who is dedicated to the things that are important to me. I have been involved in Kuk Sool Won, a local Korean style of martial arts for 9 years and have shown determination and perseverance through the numerous competitions, testing, and events I have attended. I would also say that I can work very well with people and collaborate with others strongly. I am a person that fares well in group settings and can express myself effectively to other people. Another quality that I possess that would make me a good candidate for YAC is my ability to take on leadership roles and plan, organize, and execute events. Having been a Girl Scout for over 10 years, I have helped plan several important meetings and events and have taken on leadership roles within some of these events and meetings. Because of my prior experience, I am confident in my ability to help out and volunteer at city sponsored events and in promoting and implementing activities and services for Dublin youth. Another skill that I possess that would make me a valuable candidate for YAC is my ability to promote and market events and activities. When I was involved in my middle school's theater department, I was tasked with helping advertise our productions. I worked to create posters, flyers and make announcements promoting the events. I can do the same with city events and activities for teens. I would also portray myself as a person who enjoys volunteering and giving back to the community. From 2018-2021, I was part of a volunteer group with my temple that would organize volunteer events for the local community. We regularly packed lunches for a homeless shelter in Modesto and planted trees in local parks throughout the Tri-Valley. I loved the feeling of knowing something I had done was actually benefiting the community and people in it. With all these skills put together, I am positive that I am a well rounded, determined, and qualified individual who possesses traits and skills that would make an exceptional YAC candidate.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

One issue that Dublin teens are dealing with that really bothers me is the physical education system in middle and high schools. In many physical education classes, every student is expected to have the same athletic ability and are all expected to perform at the same level. Students are also graded based on unrealistic athletic performance standards. This is extremely unfair because not every student has the same physical capabilities. Instead of being graded on participation, effort, and improvement, students are being graded on whether they can complete a 50 pacers or run a mile in under 10 minutes. To some, these standards may seem low and achievable, but they are disadvantageous to students who, no matter how hard they push themselves, cannot physically meet them. This grading system often puts students who are unable to keep up with these harsh standards at risk of failing the class, not because they haven't put effort into the class or improved in it, but because their physical abilities are deemed not enough to pass. The YAC could address this issue by suggesting changes to grading policies for physical education classes to the school board and education department. Instead of being graded based on one standard that applies to everyone, students should be graded on their individual participation, how much effort they have put into the class, and whether they have improved over the course of the year in the class. Mental health is an issue that impacts teens across the country and Dublin is no exception. Within the last decade, suicide and depression rates within teens have risen substantially. While Dublin schools provide students with easy access to quality mental health services, the problem will not get better until the stigma around mental health is dissolved . Within the teen community, mental health is rarely discussed and many people associate it with shame and disgrace. Because of this, many students are often ashamed and scared of reaching out. One thing that YAC can do to improve the situation is raise awareness about mental health. By posting about it on social media or giving presentations about it in schools, we can make students struggling with it feel less alone and enable them to reach out. Another issue that teenagers in Dublin have to deal with is the use of hate speech and derogatory language while at school. School is supposed to be a safe learning environment where all students are empowered. The use of hate speech and derogatory language makes the learning environment feel an uncomfortable and unsafe space for students affected by it. Although Dublin schools have a no tolerance policy towards the use of this harmful and hateful language, it is rarely ever implemented. Teachers and staff members often overlook the use of slurs, hate speech, and other derogatory language that perpetuates harmful stereotypes, passing it off as a joke, or a student just messing around. I have witnessed these words being used and the effect it has on the people that they are said to. The learning environment is completely disrupted and students no longer feel safe or comfortable. Using this kind of language should never be tolerated or labeled as a joke, as these words have real weight that is heavily felt by other students. The YAC can work towards making sure consequences for the use of hate speech are actually administered by suggesting to the school board ways on how to educate teachers on what is considered as hate speech and what they should actually do if they hear students using it as well as encouraging students to report such incidents. School should be an inclusive space for everyone and there is no room for hate speech in an accepting and safe environment.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

The activities that I am involved in and will be involved in during the 2023-2024 school year are Girl Scouts, martial arts, and piano lessons. These activities are all scheduled during the week and do take up a considerable amount of my time. However, I will be able to schedule them in a way to accommodate YAC meetings and activities. My weekends are usually free and I will be able to make time on weekends for activities and events for YAC. I know that meetings are every fourth Wednesday of the month at 7pm and I will be able to attend each of these meetings. During the week I can also accommodate time to events and activities if need be. I can definitely devote time each month to the YAC and be an involved member of the community through it.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

One way that I would get teens involved in the community and City-sponsored activities and events is by advertising it on social media platforms that appeal to teenagers. By using social media to promote such events and activities, the amount of teens that the information reaches grows. 2 of the social media platforms that are most used by teens are Instagram and TikTok. By using official accounts on both these platforms to post about events and activities going on for teens in Dublin, the city increases the amount of teens that are aware of the events, thus increasing the amount of people interested and willing to participate. Another way to get teenagers interested and involved in community events is to highlight the benefit they get for participating in. Whether it's gaining volunteer hours, learning more about opportunities that interest them, or simply having a good time, teens want to know what they gain from participating in events geared towards them. Another way to get teens involved and aware of events going on is to advertise them through school. Sending information out to teachers and having them tell their students about it or posting flyers around campus are some ways to advertise through school. If these events are pushed to students through their teachers, counselors, and peers, teens are more likely to be aware of it and consider them.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a YAC or othe City Council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

H. Shivakumar Letter of Rec.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT Lorianne R. Ventura, Ed.D., Principal

To Whom it May Concern,

My name is Mrs. Rebecca Teames and it is my privilege to write this letter recommending Hasini Shivakumar for the City of Dublin Youth Advisory Committee.

Hasini was a student in both my history and drama classes during the 2021-2022 school year. She consistently demonstrated responsibility in completing her assignments and a commitment to learning in both content areas. I counted on Hasini to be a student who went above and beyond the obvious answer and to demonstrate high motivation and effort. She is a gifted writer and makes insightful contributions to class discussions.

An area where Hasini exceeded was in theater. She grew in skill over two years, first in my Beginning Drama class and then continuing into Advanced Drama. Hasini became a leader on and off stage. She excelled as a director and exemplified teamwork and dedication while working with her fellow performers. As an 8th grader she was cast as the lead in our school's performance of *The Wizard of Oz*. As Dorothy, Hasini showed up to all rehearsals and performances prepared and having practiced on her own, and earned the admiration of the whole cast for her talent and character.

Hasini is an extremely well-rounded person. She maintains a close group of friends and radiates positivity. She excels in academics as well as creative endeavors. As her teacher, director, and chaperone for the 8th grade trip to DC and NYC, I experienced her humor, optimism, and curiosity about the world around her. She is a student who adapts to and excels in every situation.

I highly recommend Hasini as a member of the Youth Advisory Council. Her perspective and abilities are assets to any group and Dublin would benefit greatly from her participation. Please let me know if I can provide any additional insight.

Sincerely,



Mrs. Rebecca Teames

8th Grade US History Teacher
Humanities Lead
Drama Director
Cottonwood Creek School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5794

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Riya

Last Name*

Singh

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

9th grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

As a young teen who has been living in Dublin since age 3, I am passionate about making a positive impact in my community by sharing different ideas, and advocating and bringing forward issues that are important to youth. I believe I am a very creative person and I would be delighted to join the YAC where I can put my creativity and leadership skills to use, all for a good cause. Being a part of the youth advisory committee will give me a chance to expand my skills and knowledge. In addition, I am also excited to learn about the local government and how decisions are made that affect the community. This opportunity would help me to become a better citizen. Thank you so much for considering my application. I am excited to work with other young individuals who are passionate about making a difference in this community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

Critical Thinking & Collaboration - I believe I possess strong critical thinking skills and have a creative and innovative mindset. I am a good team player and I work well with my peers in class. I am respectful of others' opinions and ideas and can work well under pressure. Creativity - I love to write, sketch, paint and sing. Every summer, I participate in theater workshops and perform in musicals onstage in Danville. I also perform at family events and functions. Passion for Community Service - I am passionate about community service and have been involved in volunteering at local temples, preparing care packages for the needy, and helping at community events. As a part of my Fashion Designing course (which I am doing outside of school), I am also involved in the "Dress a Girl Around the World" campaign for which I sow dresses for little girls in need. Leadership Roles - During my elementary school years, I was on the student council as a class representative, where I would attend meetings, take notes, and would help out with school events. I was a member of the yearbook committee and was actively involved in the creation of the yearbook. I have been a member of the golf team at Tri Valley Chapter of First Tee and Girls Golf, where I have played in several local tournaments and in 7th grade I was selected as a Girls Golf eLeader. Communication Skills - I believe I possess strong communication skills - both written and verbal. I have always been acknowledged by my teachers for my writing and presentation skills.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Being a teenager myself, I know that we usually have a lot going on in our minds. Many teenagers today struggle with being able to maintain a good mental health. Some of the most common issues that teenagers deal with are depression, anxiety, low self-esteem, struggle of self-acceptance, cultural/identity struggles, body-image issues. Many teenagers also face the problems of bullying and donâ€™t feel safe in their school environment. The YAC could possibly address the issues in some of the following ways: The YAC could work with the Dublin schools & community to promote kindness as well as create programs/events that address harassment and bullying. The YAC could work with health organizations & Dublin schools to promote awareness on mental health issues, such as anxiety, depression, and lack of self-esteem. The YAC could also work on providing better access to resources for counseling and therapy. The YAC could work with local cultural & ethnic groups to give students knowledge on different cultures. The YAC could invite professionals from different fields to come share and talk to the youth of Dublin about their different experiences. The YAC could collaborate with experts/professionals to come present/educate Dublin parents about the pressures and issues that the youth are facing today. For youth who have parents that grew up in other countries, beliefs between parents and youth may differ, and providing parents with awareness on the importance of mental health.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in focusing on getting good grades, working on my fashion designing, sewing & art projects, and volunteering. I will most probably continue this next year as well. I will use my time management skills and will definitely be able to make and devote time each month for the YAC meetings and activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Social Media, Word of Mouth, & Newsletter - Since most teens are spending a lot of time on social media platforms like Instagram and Tiktok - I would use these platforms to promote community events and activities, share flyers, photos, & videos of events, and encourage teens and young people to attend. I would also encourage my friends to attend events and ask them to share with other teens that they may know. In addition, I would create a monthly newsletter highlighting all the past and upcoming events and activities which could be sent out to all the teens/youth through their schools. Collaboration with the Schools - Schools are the best way to reach out to teens. I would reach out and work with the school (middle & high) administrators, teachers, PFC, student councils to promote the events and activities to the students. I would encourage the YAC to visit the local schools to present, talk and discuss about the different events/activities and encourage teens to attend. Partner with local businesses - I would contact local businesses in Dublin to see if they would be interested in getting involved to support local events & activities and provide any possible incentives which could encourage teens to attend/get involved. Fun & Engaging Events - Last but not the least, I could possibly try to arrange fun and engaging activities that teens find appealing at events. This would be an enjoyable experience and would encourage them to get involved.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Unfortunately, I have not had the chance to attend any meeting recently. However, I am looking forward to attending them in the future.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Riya Singh.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Eleanor Murray Fallon Middle School

March 22, 2023

Dear Selections Committee,

It is beyond my great pleasure to recommend Riya Singh to take part in the Youth Advisory Committee for the City of Dublin. She is one of the most exemplary and devoted students that I have encountered in my teaching career.

I have gotten to know Riya this year during her time as a student in my English class at Fallon Middle School. During that time, I have watched Riya grow into an outstanding, dedicated, and mature individual who excels in all of her academic and personal pursuits.

As Riya's teacher, I have witnessed her extraordinary organizational, analytical, and critical thinking skills firsthand. In and out of the classroom, Riya is helpful, organized, respectful, dedicated, and has a positive attitude towards everything she does. Riya's final project for our Genius Hour unit was particularly impressive. For it, she researched and created an in-depth presentation on water conservation. I was truly impressed and moved by Riya's project. As part of her presentation, Riya built a working model of a simple device to aid in conserving water. The tenacity, enthusiasm, and overall passion that Riya put into her project and presentation highlights not only what an amazing, driven, and model student she is, it also shows how much she cares and is an active problem solver. The analysis, connections, and overall relatability of Riya's presentation was truly exceptional, and an interesting and eye-opening perspective on conservation and its importance. She is an absolute joy to have in my class, and is the kind of student who makes me wake up everyday excited and grateful to be a teacher.

Riya's academic accomplishments are rivaled only by her personal strengths. Her tireless work ethic and tenacity are beyond her years. As highlighted by her work with the various and impressive community service work she involves herself in. Through her work with the "Dress a Girl Around the World" campaign, Riya personally sews dresses for needy young girls the world over. Through Riya's work with Dress a Girl , she has been instrumental in providing much needed clothing to young girls who need it. Riya is a role model and a leader, showing through her words and her actions that everyone has a voice and is important. She is well-loved and respected by her peers, as well as all those who have had the pleasure of teaching her. Throughout this school year, I have seen her thrive as both a student and person.

Riya would be an outstanding and welcomed addition to the Youth Advisory Committee. She is an amazing young lady, who will definitely make a very positive impact on the world. Please feel free to contact me if you have any questions regarding her character or academic work.

Sincerely,

Matthew Wakerling
English/PLTW Apps Creator
Fallon Middle School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5726

Date Submitted: 3/21/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Jayden

Last Name*

Solis

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

Eleventh Grade (Junior)

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a Youth Advisory Committee member because this opportunity will allow me to become a proactive member of the Dublin community who can leave a positive impact on others. Being a member of the YAC will grant me the ability to help others by making important decisions on the behalf of my peers, and the platform to organize beneficial events for my community. I enjoy involving myself in community affairs, and enjoy participating in opportunities to help out others. Iâ€™ve had an amazing experience doing something similar to YAC as a class officer at Dublin High, and am deeply interested in serving a broader audience with Dublin. I believe this special opportunity will allow me to grow as a person and attain valuable experience, but at the same time serve others more importantly. In addition, I am interested in becoming a member so that I can incorporate the voices of my peers into our meetings and collectively work alongside my peers to make a difference in our Dublin community.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I have various experiences that have taught me various skills that would validate me being a strong candidate for the YAC. To begin, I have been the Class of 2025 Secretary since my freshman year. Iâ€™ve learned how to think on the behalf of a larger community, listen well, include otherâ€™s thoughts and opinions, and communicate efficiently. A routine duty of mine was making decisions on the behalf of the entire Class of 2025, which is something Iâ€™ll do with the YAC. I have also learned how to organize community events and activities in-office with the other officers, as well as with my Leadership Class. Being Secretary has given me experience on collaborating with other peers and adults in formal meetings as well as Teacher Representatives and the Dublin Parent Faculty Organization. In addition, I have raised money as the Treasurer for Dublin MÃ©decins Sans FrontiÃ¨res, an official branch of the Stanford organization that provides medical assistance to people affected by disasters and disease outbreaks. Being an officer for this club has given me an opportunity to help out strangers and insight on working diligently outside the box. At the time of this application, I have also just become an employee for the City of Dublin working as a Recreational Aide. This job will allow me in the future to work the recreational activities and city events the city of Dublin will host, and even provide input on them to bring back to the YAC to provide better services for the future.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

In general, the YAC could address and solve many issues in this community with campaigns involving interactive activities, valuable resources, and influential guest speakers. For starters, Iâ€™ve definitely heard and seen many of my peers struggle with some sort of mental health issue. Students are experiencing stress from their academics, anxiety rooted from so many external factors, and just feeling sad or depressed in general. Knowing this, I want to coordinate with YAC bringing guest speakers, seminars, resources, events with therapists, and other ways to fix the problems related to mental health. In addition, I believe bullying is still a huge issue both in the middle schools and at DHS. I believe that YAC has the capacity to host campaigns to educate teens on how to prevent and address situations of bullying, as well as the negative consequences it can have on victims. The least I could do is intervene and educate someone during situations of bullying I encounter, but it wonâ€™t stop everything. I would also want the YAC to offer activities or resources that would be beneficial for a general teen population. Showing others how to manage balancing their schoolwork and extracurricular activities, along with not falling victim to peer or parental pressure would be very valuable towards Dublin teens. I have seen my friends go to school with cuts on their wrists and emotionally breakdown in front of me from how hard life can get, and I donâ€™t want any more teens experiencing this. Lastly, I would want the YAC to organize community events that put an emphasis on addressing racism in our community. The YAC could organize efforts to educate about other cultures and take down biased attitudes fueled by racism. I have been a victim of casual racism myself during school, and have heard others experience it, but YAC in my opinion has the ability to erase this.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I only play Lacrosse from February to April, but can miss practices and games if necessary. So, Iâ€™ll still have a lot of time to dedicate to YAC meetings and activities. Since I work for the City of Dublin, I would be able to adjust my work hours to accomodate the YAC meetings and activities.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

There are many ways I would be able to get other teens involved in our City-sponsored activities. For starters, simply using a convincing, interesting promotion using word of mouth will go a long way in getting other teens involved. The people I talk to, will do the same, and the process repeats with other people they talk to. In addition, I would like to use my experience with electronic marketing for the events Dublin puts up. I would take advantage of the social media algorithm by creating appealing electronic flyers on Instagram and Facebook, as well as engaging videos on Tik Tok where all teens are on these days. As far as Iâ€™ve seen, many kids at Dublin High arenâ€™t familiar with whatâ€™s going on in their city. By using these different strategies, I definately believe I would be able to grasp the participation of others for these events.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not. However, I look forward to attending the YAC meeting March 22, or any other Dublin-affiliated meetings in the future.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

JaSo Letter of Rec 2023 (1) (1).pdf

Upload 2nd Letter of Recommendation (optional)

IMG.jpg

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

[redacted] Dublin, CA 94568 [redacted] FAX 925-833-3822

All Dublin Students Will Become Lifelong Learners

PRINCIPAL
Maureen Byrne

ASSISTANT PRINCIPALS
Whitney Dwyer
Kevin Cushing
Lisa Diaconis
Andrew Warnoff
Diana Santamorena

3/21/23

To whom it may concern,

I have had the privilege of getting to know Jayden Solis this year and I can say, without hesitation, that this passionate young man is not only qualified but is highly deserving of a position on Dublin's Youth Advisory Committee. I have witnessed his solid academic record and dedication to being an active participant in class and around campus, as well as his passion for learning.

Jayden has many positive attributes, but he most shines in his work ethic, as evidenced by the fact that he has maintained a 4.0 GPA while taking several honors level classes. Jayden has shown a great interest in leadership and supporting the youth in our Dublin community so I have no doubt that he would serve the Youth Advisory Committee well. He is always decisive and helps facilitate forward progress when working with others, something that is essential for a member of your organization!

I mentioned before that Jayden is a great participant in class- one of my best this year! He is always putting great effort into his work. He takes the time to give thoughtful responses and asks high level thinking questions. He completes all of his work and takes the time to learn and understand the content in class, showing attention to detail and a commitment to success! He is such a fun student to have in class!

Please strongly consider Jayden Solis for the Dublin Youth Advisory Committee. He works hard to make Dublin a better place!

Sincerely,

Kelly Aguiar

Kelly Aguiar
Social Studies Teacher

DUBLIN HIGH SCHOOL

Mar 20, 2023

To Whom it May Concern:

I met Jayden Solis in November of 2022 during his Sophomore year of high school. Jayden is a student in my English 2 class. I have gotten to know Jayden as a dedicated, outgoing, and positive member of our classroom community. I support Jayden's application to be part of Dublin's Youth Advisory Committee and have absolutely no reservations.

Jayden has impressed me with his continuous engagement in all aspects of our classroom community. Jayden is always the first student to start a conversation in both his small group, but also during whole class discussions. He is motivated, prepared, and interested in learning. Jayden also both seeks out and values feedback which is a powerful skill to have as a young person. I know he will bring this open-mindedness and focus to this new role.

Throughout high school, Jayden has challenged himself in many advanced level courses in addition to dedicating time to a variety of extracurricular activities. He is currently a member of DHS's leadership class as the Class of 2025's Secretary. Jayden is able to maintain an incredibly strong transcript as well as a consistently upbeat and positive attitude.

Please give your strongest consideration to this most worthy candidate. Jayden is outgoing, dedicated, and a fun person to be around. He will be a powerful contributor to Dublin's Youth Advisory Committee.

Sincerely,



Constance C. T. Peinado

[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5784

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Daria

Last Name*

Spirina

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become part of the City of Dublin Youth Advisory Committee since I hope to contribute to the well-being of Dublin students and residents through my input on the committee. Serving on YAC will give me the opportunity to offer ideas and input to the City Council on issues and activities that concern younger people in our community. I want to encourage more students to interact with the YAC and participate in city activities. Specifically, I want to focus on improving young peopleâ€™s mental health and improving Dublinâ€™s environment. For both of these issues, I think that increasing public awareness is an important first step toward making significant progress. I have always wanted to be more involved in decision-making in Dublin and I am interested in helping organize activities and events in the city. I would like to help make a difference in our community and potentially benefit peopleâ€™s lives, both on a personal and city-wide level. On a personal level, I have seen friends and peers struggle with mental health in Dublin. This has opened my eyes to how much influence mental health can have on peopleâ€™s lives. Trying to focus on education, relationships, and other extracurriculars can be difficult for students and youth in Dublin. I want to help youth in Dublin learn methods to improve their mental health. I have noticed changes in Dublinâ€™s environment in recent years, such as more trash and pollution increasing in and around schools. I think that caring for our planet and the environment in our city is important and that we need to make youth more aware of the increasing harm to our environment that stems from physical pollution. I believe that with my input, the YAC will be able to make more of an impact on the community.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I believe that I would be a strong candidate for the YAC because of my strong work ethic, curiosity, and dedication to learning and advocating for changes in our community. I am dedicated to completing work on time and committing to projects. I have several specific issues that I will focus on during my term in the YAC and I will aim to achieve meaningful changes in informing young people about mental health and advocating for awareness about the environment. I will work on developing events and informational flyers/advertisements to help our city. I am willing to stick to my goals and dedicate time and effort to YAC. I am interested in learning more about what issues youth in our community face and I am open to developing new ideas or plans to help people in our community. While I have specific issues in mind that I want to advocate for, I will actively listen to members of our community to see if they have any feedback. I will adjust my plans if I notice any prevalent issues, making sure to first and foremost serve the young people in the community. I understand that it is important to follow through on ideas and plans but I also aim to be flexible and open to new ideas during my time on the committee. As a member of the YAC, I will commit to learning more about my fellow committee members and the youth we aim to help. I will use my teamwork and collaboration skills to communicate with others and understand what we need to get done. In addition, I believe that I am an organized and dependable person who will be capable of helping us keep track of our goals, future plans, and objectives. I will analyze and review the events and plans we have carried out to make future improvements to the operations of the committee. I am a good public speaker, leader, and communicator that will be able to effectively participate in meetings and public events. I also have knowledge that relates to the issues I am to focus on. Through classes I have taken this year that relate to my interests, such as AP Environmental Science and AP Psychology, I have gained the knowledge I need to inform others about important issues. I also possess some graphic design skills that would allow me to help advertise and inform people about events. In summary, I believe that I have many of the skills that would be required of a member of YAC.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

As I have previously mentioned, I think that two major issues currently facing Dublin youth that I could advocate for on YAC would be mental health and environmental issues. I have noticed that keeping up with schoolwork can put a lot of pressure on young people in our community. Relationships with teachers, friends, and parents can also be difficult to manage for teenagers. To help improve youth mental health, I would aim to help offer educational resources. This could be achieved through events or through collaborating with our school counseling departments. Mental health-oriented events could be expanded and held more frequently in places such as the library and the senior center. Through student-led events, I believe that we could address the stress a lot of young people in our community are facing. Secondly, I believe that a lot of teens in Dublin are concerned about environmental issues, but are unsure what they can do to alleviate environmental harm in Dublin or across the world. Knowing that we are facing an existential threat to our lives and not knowing what to do about it can be a source of stress for some students. By encouraging youth to raise awareness about environmental issues and giving them more opportunities to volunteer, we are helping create a new generation of motivated students that will be willing to push through laws and policies that may finally make a difference in our world. I plan to encourage youth in Dublin to volunteer by collaborating with local initiatives and involving existing high school and middle school clubs in YAC plans. Throughout my time on the YAC committee, I will listen to youth in the community and do my best to adjust my plans and input on the committee to best reflect their needs.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

In the next school year, I will be involved in some high school clubs and activities, but these will not impede my ability to participate in YAC meetings and activities. I currently do not have any activities scheduled on Wednesday afternoons so I will be able to dedicate this time to attending YAC meetings. I will also be able to find the time to attend and potentially organize or advertise YAC-sponsored activities since my schedule is relatively flexible. I have been able to successfully maintain my grades/education and my extracurriculars throughout this year. My participation in Dublin High clubs and activities would enable me to involve more people in YAC-sponsored activities and understand more about how to organize partnerships and represent the problems of people within our community. For example, my participation in the Distributive Education Clubs of America branch at DHS has enabled me to learn more about organizing events and business partnerships. My participation in this club would allow me to get more people involved in YAC activities while not harming my ability to participate in YAC. Other clubs I have participated in, such as the DHS Speech and Debate and DHS Heartscope clubs, have helped me develop skills that would help me in YAC and connect with more people.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

To get teens involved in the community, teen events, and City-sponsored activities, I would aim to utilize increased collaborations and joint events with high school and middle school clubs, develop a YAC social media presence, and advertise YAC events through flyers in places frequently visited by young people in our community, such as the library. I think that many more teens would be interested in participating in YAC events if they were encouraged to attend by their friends or club officers. An effective way to spread the word about upcoming YAC events would be to partner with school clubs that would encourage their members to attend and participate. This would help expand the reach of events we plan. Developing a social media presence would be an effective way to inform thousands of teens in Dublin about upcoming events or opportunities. By effectively utilizing flyers and posts, we can encourage more participation in events and make sure that teens are informed about opportunities that may interest them. I would be willing to help maintain and brainstorm ideas for advertising on official YAC social media accounts on platforms such as Instagram. I think that putting up flyers in places visited by youth would help us connect with young people in the community who may not yet be involved with clubs or may not use social media.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

While I have not attended a Dublin Commission meeting in person, I regularly watch the School Board (Dublin Unified School District Board of Trustees Meetings) live on stream or in recording. I find that it is important to understand the problems that students in our district are facing and know how School Board decisions impact me and others. I have watched recent meetings of the School Board, such as the meeting on February 28th, where updates on the construction of Emerald High School were presented. I have noticed that through School Board meetings, positive changes are often made in school and the community. For example, the meetings on October 25, 2022, included a presentation on improvements being made in Dublin Schools to help students with their mental health. I was happy to learn that mental health support and services are being expanded to include elementary school students and that outside organizations are being involved to help advise effective ways to benefit studentsâ€™ mental health. I found the new approach where all students are offered free mental health services to be beneficial. I also watched the board meeting on â€‹â€‹October 11, 2022, where it was decided that the new buildings at Dublin elementary schools would be exempt from the California Environmental Quality Act on account of their size. I think this was the right decision to make since the projects were not expected to have any major impact on the surrounding environment. I admire the effective decision-makers on the School Board and I hope to also benefit the Dublin community by serving on YAC in the coming year.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

YACRECLetterDariaSpirina2023.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 20, 2023

To Whom It May Concern:

It is a pleasure to write to you on behalf of Daria Spirina, a student in my Sophomore English class during the 2022-2023 school year. Daria is interested in joining Dublin's Youth Advisory Committee and she is an excellent candidate. As a student on YAC, she hopes to develop more community outreach projects that would inform people in Dublin about relevant issues like mental health, Dublin's changing environment, and women's rights. Daria is an excellent student who does her absolute best on every task given to her. She exhibits punctuality, leadership, social awareness and creativity in the classroom both working by herself and working with others.

Daria is responsible and takes the initiative to talk to other students about their opinions. She is mindful of political and social issues that arise both on campus and in the world. She is well-read, well-spoken and dedicated. I believe she would be an excellent addition to the Youth Advisory Committee. I highly recommend her.

Sincerely,

Patricia McGinley

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5854

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

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First Name*

Renu

Last Name*

Srivathsa

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

945678

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I view the Dublin Youth Advisory Committee as a strong, mission-driven student organization, and a platform where I think that I, an aspiring and ambitious future leader, can learn to advocate, influence positive change, and be a voice for the youth of Dublin. I want to become a member of YAC because leadership, responsibility, communication, and collaboration are all strong traits I want to pursue and improve at. I want to be a voice for Dublin youth and the student community, and make lasting & valuable contributions to my city. I want to collaborate with others and work on a team where everyone comes together to pursue a common goal. Iâ€™m very involved in the Dublin community, and Iâ€™m passionate about furthering that involvement, making lasting differences, and providing a voice for my peers and their families. I want to learn about the needs of Dublin youth and help make changes in their best interests. Being a high school student, I want to step up and start taking active roles to participate in the community and showcase & strengthen my leadership skills. Being on YAC will also help me learn more about myself, my goals, my strengths, and my weaknesses. Being on a team will help me identify these and work on improving my skills in communication, teamwork and responsibility. I think that working with other peers is such a great opportunity because it allows me to see different perspectives and ideas, learn from how other students handle certain situations, and get experience working in a group setting where everyone has a common goal; in this case, that would be to help Dublin youth and make positive changes for our community. It would help me test my current knowledge and provide me with new strategies and ideas I can use in daily life. I am a social and outgoing person, and with YAC I want to further improve my skills to interact with others and communicate effectively. Communication, attitude and work ethic are all things I seek to improve at. Participating in YAC will not only teach me skills, but will also help me improve and broaden the ones I already have. I'll learn the best way to communicate with both individuals and larger groups, and as I develop new relationships, I'll gain emotional intelligence too. I want to challenge myself and be put in situations where I'm required to take advice from others as well as give my own advice, and collaborate to make decisions. If accepted into YAC, meeting new students, making connections, and building relationships is something I would majorly look forward to. Being a part of a team also usually means you have to play a role, and finding out what types of roles I'm good at is extremely important to me. This will help me work efficiently in group settings. Identifying my own strengths will help me contribute my best efforts to a team, whether it's organization, generating ideas, being in charge of creative components, serving others, public speaking, or something else. Having that self-awareness is important to me because it will help me make the best of my capabilities to achieve goals in YAC, work productively with fellow members, and provide positive changes for the youth of Dublin and their families. That awareness will also be beneficial in my future career. I am an aspiring future leader, and I think that participation in YAC will help me gain lifelong skills and equip me with a great platform needed to work on a team that strives to make a difference for the youth of Dublin.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I believe I possess a diverse range of skills, including leadership, creativity, effective communication, teamwork, collaboration, persuasion, active listening, commitment and reliability. I have shown these skills throughout leadership roles and activities throughout my life. I have the ability to work with others, voice my thoughts and ideas in a productive manner, keep an open mind, and bring creative & innovative ideas to the table, making me a strong candidate for YAC. The biggest leadership role I've taken on in the past three years is in my school's Band/Orchestra department. I'm extremely involved in music education; I'm confident in my abilities as serving as a leader for the past few years. In the 2020-2021 school year, I was a student representative for the student board for the Band/Orchestra Department, called the Music Association. I was a co-founder of this organization. That first year was during distance learning, so I helped coordinate and organize multiple bi-weekly virtual meetings for the team. I organized virtual fundraisers for our music department, created flyers, and coordinated in-person

events. This helped me develop strong virtual communication skills, as I had to communicate with the other members via online meetings and plan fundraising events virtually. Because of this, I also have lots of experience handling money and keeping track of cost logistics; this would be a very valuable skill for YAC projects and community events that we host. I also helped organize a virtual band ceremony at the end of the school year, where I had to reach out to students and their families, collect videos and letters, make flyers, and give my own speech to the department. During distance learning, I was also a section leader for Orchestra; I led virtual practices for the Orchestra and taught my peers, doing check-ins and providing any help needed, and reported back to the teacher. In the 2021-2022 school year (last year) I took an even bigger step in leadership for Band/Orchestra. I was the leading and first chair of Orchestra, which taught me how to take on many responsibilities and be the primary leader to an entire class of 30-40 students. I have conducted the Orchestra multiple times (this means leading the class) done class announcements, led extensive in-class and after school practice sessions for students, and assisted my peers. Another notable thing I did was elementary tutoring. I taught elementary school Bands/Orchestras. I helped lead their rehearsals and practices over multiple weekends and coordinated many of lesson plans for those practices, showing that I can work with younger peers and will always take time to help my student community. I have stayed multiple hours after school and over the weekends to provide help to fellow students, showing that I know how to efficiently take control of events that I lead. I'm always willing to make time for my student community, and YAC would be able to rely on me for this type of consistency and commitment. For the Music Association (the student-run board I talked about previously) that same year (22-23), I was the Vice President and worked with a team of three other executive officers. This opportunity taught me how to collaborate with a team, communicate, voice my ideas and listen to the thoughts and concerns of my peers, carry out actions, and make positive changes to our music department. I wrote a bylaw for this association single-handedly, and I helped write all the other bylaws as well with my 3 other officers. I organized multiple fundraisers with my team, and I specifically worked a lot on the publicity aspect of it (making flyers, advertizing, emailing families, social media presence, etc), showing that I have creativity and persuasion skills. I get things done fast and am committed to my roles and responsibilities. I also helped coordinate day-long events for Band/Orchestra- I have written and planned full itineraries, and I've also managed and kept track of logistics, including keeping an organized document of our department costs for food, games, decorations, etc. I not only helped plan these events, but I have arrived hours earlier before these events to coordinate set-up and help decorate & organize, and I've stayed hours later to help clear the area and lead clean-up. I have very strong organization skills from this, and I'm confident that if I'm given a task, I can carry it out and keep all logistics under control. This skill of responsibility & organization, and my experience handling logistics also makes me a strong candidate for YAC. I will be able to effectively coordinate & organize community events and other YAC events, and I will be able to work with a team to carry them out successfully. 2021-2022 was also the first year back in-person, so it meant a lot for Band/Orchestra students and their families to be able to attend these in-person events and ceremonies again; I'm glad to have been a part of making that happen. Music education is one of the most important things to me, and I'm proud to have been a leading officer on a board that made sure all students in the department were able to have a fulfilling year back in person, receive opportunities, and feel safe and supported. YAC is a similar ambition for me; this is what I want to do for my peers and community. I want to use my strengths and passions to help be a voice for others and influence positive change. Lastly, my role in the music department has also helped develop my speaking skills. At Band/Orchestra ceremonies, I've given speeches to large audiences (all the music department families, students, and staff) about my experience and journey with the department. I've also given presentations to the class, and presented my ideas at the music student board meetings to other officers. Being the leading chair in Orchestra, I gave speeches at all of our concerts too. Because of this, I have the experience and knowledge on how to speak on behalf of a community and be a voice for my fellow students. Overall, from my roles in the music department, I've demonstrated strong leadership, persuasion, teamwork/collaboration, commitment, consistency, public speaking, listening, and reliability- all of which are skills that I would carry out to my full potential on YAC. Outside of school, one of my biggest accomplishments is getting into California All-State Honor Orchestra. All-State is the among the most prestigious and high-level Orchestra ensembles across the state of CA for high schoolers. Every year, a group of selected members are gathered to participate in a 4 day trip and give a performance at a concert hall. There are over 2,000 auditions submitted per year, but only about 120 students are accepted and invited to perform at All-State. I was accepted into High School All-State as a freshman this year. The auditions are difficult music and take months to perfect and perform. I spent 7 months practicing my audition, starting in May when the audition info came out and ending in December when I had to perform my final audition. I practiced for hours daily and spent most my weekends on it too. It wasn't an easy task, but through this I demonstrated a lot of determination, commitment and ambition and showed that I'm willing to work as hard as I can to meet my goals. I put in my best effort into things I'm passionate about, and I would demonstrate the same on YAC. Also, this event is highly professional, and having participated in it, I have the knowledge and experience on how to act and present myself in professional settings and this also makes me very equipped for YAC. Moving on from Band/Orchestra, I'm also on Dublin High School's Debate team. I think a really important skill that would be valuable in YAC is public speaking, and being able to voice my thoughts in a productive manner and staying well-informed. I have acquired those skills from Debate. I am one of the few freshmen who competes on this team. Debate topics usually revolve around community and societal issues. We do extensive research on these topics, prepare cases, and present our ideas with speeches at debate tournaments. In a way, it's similar to a council setting- I have experience researching, presenting my ideas and voicing my thoughts from this- all of which would be valuable for YAC. Doing these tournaments over time has opened my eyes to many community issues, made me more world-aware, and given me a more open mind. It's given me the ability to see many perspectives in complex situations, analyze viewpoints and draw rational conclusions. I believe this has given me a strong sense of awareness, public speaking skills, and active listening skills. I am a strong candidate for YAC because I'll be able to analyze situations with an open thought process, consider different perspectives from our community, and help take action. I've also demonstrated commitment and consistency with debate, as I attend all meetings and tournaments, having placed 1st in three tournaments (out of 5) this year so far. Another thing that makes YAC special is that it's essentially a group of students working together; teamwork is an essential skill for this committee, and I demonstrate it not only with work with a team of Music board officers, but also through team sports. I played one full season of Basketball last year on Junior Warriors. I worked with a team and it helped me gain many skills, including cooperation, sportsmanship, and communication. Basketball helped me understand the importance of team building, working together, and that making mistakes is perfectly normal as long as you're surrounded by a supportive & uplifting team. This makes me a strong candidate for YAC, because it's taught me how to work with a team, uplift others, and communicate. That is exactly how I would treat fellow members in YAC; I'm an optimistic and supportive person, and I would want all my fellow members to feel supported, safe and be able to express themselves around me. The next set of skills I want to talk about is my creativity, patience and artistic intuition. I have been doing creative

art for almost 10 years now, and I'm a really skilled artist. I've had one of my pieces published in a national art magazine that featured artwork of selected students grades K-12. There's also a painting I made that was featured at the DUSD Art Exhibit in 2019. I've also entered various art competitions and won prizes for my work. In YAC, these skills can help me make flyers, decorations, posters and other publicity-centered ads for events. Also, because of my experience with setting up school fundraisers (as I mentioned when talking about my work with the band/orchestra department), I know how to promote with artwork and visual advertizements. Aside from visual arts, I also excel in performing arts. Violin is my Orchestra instrument, and I take private lessons for that, but I've also done smaller things which show my dedication to my music passion & ambition. Over the course of the past two years, I taught myself three instruments: the piano, the guitar, and an Indian instrument called the veena. I did this on my own time without lessons, and I can now successfully play all of these. I'm still teaching myself these instruments, and since I don't have a teacher for them, I've set my own goal for it and I'm still working towards it. This shows that even without time pressure or deadlines, I'm able to dedicate myself to my passions and succeed in them. The final and most important component for performing arts that I do is vocal lessons. I have been singing for 10 years now, and I learn traditional Indian music. I love being able to do an extracurricular that helps me feel proud of my ethnicity and culture. I've performed at various cultural events and ceremonies, and I've entered many competitions and won prizes as well. In 2019, for an annual competition called Saptami, I qualified from the state level with 1st place and went for Nationals, where I won 2nd. I've demonstrated lots of time, ambition, patience and commitment through my singing journey. The last thing I want to talk about is my involvement in the community. I'm a part of many volunteer organizations and other community-focused clubs at Dublin High. These include Unicef (charity to help advocate for childrens' education), California Scholarship Federation (volunteering and community service), MSF (providing medical aid for refugees), PATCH (working with local hospitals/children shelters to raise child abuse awareness), and Girls 4 Sports (advocating for womens' equality in sports). I am an active member of all of these organizations and am planning to run for their officer positions next year. The work, dedication and care I've put into the community through these is the same work, dedication and commitment I will bring to the table at YAC. I have explored so many different activities and roles over the years, and I will use these skills Iâ€™ve acquired from them to bring positive change for my community and Dublin youth.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

1) Lack of STEM education for disabled students This could apply for other departments too, but I think for STEM in specific, getting fulfilling education and opportunities is an issue that teens with learning disabilities face in Dublin today. I feel that in a lot of schools, disabled students are given the option of either prioritizing their health/medical accommodations or their education; the change we should make happen is setting up programs and systems for these students to be able to succeed in both. Society is becoming dependent on technology and slowly becoming more advanced; This is why specifically STEM subjects have become a main priority for schools. However, I think that our STEM department isn't fulfilling the needs and learning capacities of disabled students. Our regular STEM department provides so many opportunities, including science fairs, competitions, a wide range of class choices, etc. This range isn't offered to the special needs student community. YAC can take an initiative to help build a system like that to fit students with learning disabilities. We can help provide the educational technology, guidance, flexibility, and support needed for neurodivergent students to thrive in STEM too. This would probably take time to fully establish and stabilize, but in the longterm, it would make a huge difference to disabled students that have deep passions for STEM fields, are seeking opportunities, and want to study for a STEM career after high school. This would mean a lot for those students and their families, and would play a huge role in helping more diverse students contribute and engage with our growing STEM fields. 2) Lack of connectivity between middle schools and Dublin High Before the 3 feeder schools- Wells, Cottonwood, and Fallon- come to Dublin High, they don't really get the chance to build connections with each other and are generally very separated. The schools in our district do well on their own, but there aren't many events or opportunities where students from the three middle schools get to collaborate with each other and interact. I think it's important for all Dublin youth across different schools to be able to build good relationships with each other, and have their middle schools work and be in contact with each other. It's important for our middle schools to be connected with each other in order for the student body to become more unified. Forming relationships with schools other than their own will open students up to new settings and people. Especially now, with Emerald High School opening, the feeder middle schools will be split; there will be one batch going to Emerald High and another going to Dublin High. This means that students at Fallon, Cottonwood and Wells who attend different high schools might not even be able to meet each other. YAC could help host tri-school events where all middle school students can come together and participate in activities together. Some ideas I have for combined school events are: field days (these are great for interaction and teamwork), combined school dances, community service days, meets/exchanges for the various departments (drama, band, orchestra, art, PLTW, etc), combined clubs and organizations (these could meet after school and over the weekends too, creating a chance for students to meet new people in their city through common interests) and other bonding events. These events can not only be planned between the middle schools, but also between Dublin High and the middle schools. It would be a great opportunity for younger students to interact with their high school peers and learn about the high school environment as well. It's really important for all our schools to collaborate with each other and let their students interact; Cottonwood, Fallon and Wells should be able to come together as one and form bonds with each other even before they go to high school. Dublin High students should also be given the opportunity to interact with their younger peers. 3) School-provided lunches can be improved Students should be able to get proper and full nutrition from school lunches, and I think the current school lunch system can be altered more to fit those needs. Having the proper balance between nutrients and various food groups such as good portions of fruits and vegetables is important for growing teens' health. This will increase academic performance, as well as improve mental and physical health among teens. Currently, I've noticed that there isn't enough of a balance between milk, fruit, vegetables and whole grains in school lunches every day. A lot of the lunches are pre-packaged, processed or frozen. One example of that is the lunch option is premade Bosco-sticks with marinara sauce, which are typically served once a week. These types of lunch options can be altered to accommodate nutritional value with components from nutritional food groups (fruits, vegetables, dairy, grains, etc). There's a large number of students who don't bring lunches from home and therefore have to rely on school lunches; this means we should make our school lunches as nutritional and healthy as possible. YAC can provide feedback and input on the current meal plans, and help make changes to the food options at DUSD schools. Another thing that can be done is adding more nutritional snacks to the snack bars at schools, so that students have the option of buying healthier snacks.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I'm participating in many organizations and extracurriculars this year, and I'm planning to continue all except Pre-Law Society for the 2023-2024 school year. I'm taking a 0 period class all 4 years of high school (Honors Chamber Orchestra). The organizations I'm a part of are... 1) Speech & Debate- Preparing extensive cases & research on current event topics and presenting speeches at debate tournaments) 2) DHS Honors Chamber Orchestra: The audition-based and highest level Orchestra at DHS- there are about 20 students currently in this, and we rehearse challenging Orchestra music and perform at various festivals and concerts; it includes after school commitment as well as 0 period 3) Unicef: A charity that partners with clubs across the world to help children, focused on education, advocation, education, equality and protection 4) CSF (California Scholarship Federation): A nonprofit organization that recognizes and encourages academic achievement through volunteering and community service 5) MSF (Doctors Without Borders): A nonprofit organization that provides medical aid for refugees around the world- I will be attending my first medical conference for this at UC Berkeley in April 6) PATCH: Bringing awareness to child abuse & providing/creating comfort items to victims of abuse, sending them to children shelters and local hospitals 7) Pre-Law Society: mock trials, guest speakers such as lawyers and law students, competitions, and debates/discussions 8) Girls 4 Sports: Raising awareness about women's salaries, media coverage and appreciation in the sports, and empowering girls who want to pursue a sports career- we have seminars, speeches, summits, workshops and guest speakers 9) Vocal (Singing)- I learn cultural music (Indian) outside of school. I perform at various cultural events, festivals and gatherings and I do competitions, having won awards in local, state, regional, and national levels 10) Visual Art- I do visual art outside of school actively in many different forms (drawing, painting, graphite, paper mache, oil paint, watercolor, acrylic, etc.): Iâ€™ve entered contests and won prizes, once having my work published in a national children's art magazine I am participating in many activities, but I have thought through it thoroughly and I'm confident that I will be able to not only devote time each month for YAC meetings and activities, but I'll strive to be as involved with it as possible, making sure to attend all major events and be an active participant. Though I'm participating in other extracurriculars, I will always make time for YAC and devote myself to the community of Dublin; this will be top on my priority list. I'm confident that I can handle all of these responsibilities and excel with all of them, because I have been able to manage all of my current activities (listed above) while also maintaining consistent grades and performance this school year. I have the ability to balance after school activities, schoolwork, clubs, and my social life- I will always be available when the committee needs me. I am a responsible and organized person and I put in hard work and lots of effort to meet my goals. I want to push myself to make the best out of my capabilities. If accepted, I'm ready to challenge myself and add YAC to my schedule next year, and I will put in my best effort to contributing to YAC and devote myself to participating in it.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

1) Social Media Right now, most teens access information about the community, events, and activities through social media platforms- mainly Instagram. Social media is a part of daily life for teens and is becoming more and more prominent- itâ€™s the main tool that teens and groups use to network with each other and share information. Being a teen myself, Instagram is a major source I get information about city activities/community events from. Because of this, social media presence is a great way to get teens involved. By using social media, we can be more assured that teens are actually getting all the information about community events and are aware of the opportunities they have to participate. I would help get teens involved by creating Instagram accounts for YAC and creating posts to give information to teens about current city events going on. I would also propose creating virtual flyers and advertizements for community events and posts about opportunities for teens to get involved. Then, I would repost those posts on my personal Instagram/give more information on my personal Instagram, and encourage other YAC members to do so too. Most students follow each other on Instagram, so we could use that to promote events on YAC students' personal accounts to ensure that their peers and followers also see the information and are inspired to get involved. 2) Advertize different aspects of the event (separately) that teens can help with Another thing Iâ€™d do to catch the attention of teens and get them involved is separately advertizing different parts of the event they can help with. This will help appeal to different interests and help us connect to teens through their passions and skills. For example, we can get art-loving teens involved in community events by asking for volunteers to help with decorations, create event banners, and other artistic volunteer opportunities at events. This is only one example, but we could do this for all other components that rely on certain skills at events that teens can get involved with; they will be more excited to get involved if they receive information about the specific things they can try or do. All teens have their own unique strengths, skills and hobbies, and they will sign up for involvement that allows them to showcase these talents and do what they're good at & love doing. If we have teens helping with different parts of community events, itâ€™s a great thing because they are getting the opportunity to utilize their own skills and preferences to help out the community and get involved.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended any YAC events or other council meetings, but there was one in particular that interested me a lot. There was a Mental Health Summit at DHS organized by the mayorâ€™s council on Wednesday, February 1st, but unfortunately I wasnâ€™t able to make it. I find the topic of mental health really interesting and I want to learn more about it; itâ€™s a very relevant and important topic for teenagers right now. Another event I couldn't attend but wanted to go to was YACâ€™s Mental Health Forum. If there's another one next year, I will surely attend.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

2023 Renu- Letter of Recommendation 1.pdf

Upload 2nd Letter of Recommendation (optional)

2023 Renu - Letter of Recommendation 2.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

To whom it may concern,

I am writing to recommend Renu Srivathsa for the Dublin Youth Advisory Council. I have known Renu since August of 2022 where she has served as a member of the DHS Orchestra program.

Renu is a kind, talented student who has proven to be dedicated to the Orchestra program. As a member of the Philharmonic Orchestra, Renu's diligence in practicing caused her to score higher than most of the other violinists in Philharmonic Orchestra. She successfully auditioned for our Chamber Orchestra in March of 2023, demonstrating strong musicianship, hard work, and perseverance.

Her most notable achievement was making the 2023 California All-State String Orchestra as a freshman, when she was still a member of our Philharmonic Orchestra. She beat every other violinist at DHS who auditioned, including those in the Chamber Orchestra. Participation in All-State Orchestra is a great honor and indicates that you are among the strongest high school musicians in California.

As a member of the Orchestra program, Renu participates exceptionally well in class. She knows the answer to many of the questions asked to the class, and almost always volunteers when needed. She is an active participant in social/bonding activities and shows care for the other members of the Orchestra.

In conclusion, Renu's participation in Orchestra is a good indicator that she would be a strong candidate for the Dublin Youth Advisory Council. For these reasons, I hope that you accept her.

Sincerely,

Elliot Polot
Director of Orchestras
Dublin High School

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

March 20th, 2023

To the Dublin Youth Advisory Committee Selection Team:

My name is Jasper Tran and I am the Music Director at Cottonwood Creek School (CCS) in Dublin, CA. I am also the new Music Director for Emerald High School which is the Dublin Unified School District's second comprehensive high school. I am writing to recommend Renu Srivathsa for the City of Dublin Youth Advisory Committee.

Renu is a member of the Dublin High orchestra and she is a former member of the CCS orchestra program. She held the leadership position of concertmaster which is the highest rank in that faction. She oversaw orchestra leadership, taught younger elementary students, and assisted her peers.

In addition to her roles in orchestra, she was also a member of the Music Association which is our student run music club. She assisted with events that allowed our students to collaborate after the pandemic. This was essential in building a cohesive program.

It is my pleasure to recommend her for the Youth Advisory Council.

Sincerely,

Jasper Tran

Jasper Tran
Music Director, Cottonwood Creek School
Music Director, Emerald High School
tranjasper@dublinusd.org
(925) 833-3333 x6583

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5767

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Pranayasree

Last Name*

Suman Raj

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

Grade 9

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Becoming a member of the City of Dublin Youth Advisory Committee would give me the opportunity to engage and collaborate with members of our community to make positive changes. Hearing otherâ€™s ideas and opinions on how to make Dublin a better place would help me grow and learn, so I can contribute more to Dublin. It would allow me to express my opinions on issues that teens in Dublin are facing. It gives young people a voice. Another reason why I want to become a YAC member is to form relationships with city leaders, such as the mayor and all public servants. Ever since I was young, I have admired people who work to make a difference in the community; I have wished to formally meet these people, so I can help the community like they do. To make my goal a reality of supporting my community, I formed â€œSave the Planet,â€ a group established with my friends. I created and published a google site. The site is about not littering and keeping our communities green. Joining YAC would allow me to make further impacts by directly supporting the people in our city. The link to our site on keeping our communities green: https://sites.google.com/d/19Y4lH_zTQNDtHhCdU3Q8iN-oYBrFehc6/p/1kEuyx914VuLBpH_NPLiK3EiNxIlluwqw/edit

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Traits that make me a strong candidate for YAC are leadership, cooperation, time management, commitment, and respect. First and foremost, I developed leadership skills thanks to my experience as captain of my basketball team. Through trial and error, I was able to manage and keep my team together through different challenges such as disagreeing on gameplays. When things were getting harder, I was able to find the problem and put in extra work by making a new plan that involved everyoneâ€™s strengths to solve it. In addition, I have extraordinary cooperation; due to playing several team sports, I effectively understand both points of views and do not lose my temper during an argument. I have learned to work out differences, to find a middle ground that both sides are comfortable with the outcome. Furthermore, I have great time management skills. This is exemplified in how I manage many different activities in and out of school while maintaining a high GPA. Moreover, I am very committed. Once I commit to an event or cause, I do everything in my power to remain dedicated to completing the project. For instance, I have devoted 8 years to Bharatanatyam and only missed class due to emergencies. Most importantly, I respect everyone no matter if we are of a different race, culture, belief system, or ability level. I know what it feels like to be discriminated against for my race; I made a promise to myself that I would treat everyone equally and always be open minded to new people and new ideas. In short, my character traits make me a strong and capable candidate for YAC. Finally, an understanding that sets me apart from other candidates for YAC is that I gained insight on not only teens attending school at Dublin but also the special needs children. As a part of the Little Buddy Big Buddy program at our school, I was one of the 4 volunteers who were buddies with kids who had physical and mental disabilities. When I was working with these students, I realized that I had a lot in common with these special needs students and enjoyed hanging out with them. On the contrary, many of my peers who havenâ€™t spent time with them didnâ€™t think so; I want to address my peers and other teens in Dublin about these special needs students to provide a more inclusive environment for them. I want to make sure to the best of my ability that they are not looked down upon by other members of this community. My appreciation and awareness of the special needs students makes me a better candidate for YAC because I can not only introduce perspectives of the general teens but also the special needs students.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Some critical issues that teens in Dublin need more support in dealing with are social media safety, stress from academic and personal matters, and peer pressure. YAC could address these matters by spreading awareness for each of these matters. One way to address these issues would be to invite specific guest speakers to Dublin schools to guide students in healthy ways to handle these problems. The presentations should be mandatory for all teens residing in Dublin. Furthermore, we can set up small booths at events or during lunchtime at school, to bring awareness. To further resolve this issue to everyone, we can point out non-profit organizations that specifically target making a step to solving these problems and encourage teens to be part of these non-profit organizations. I know that at least one of these solutions could help teens since I have experienced these issues myself and know that I just needed a community that understands me; this is exactly what these solutions will do for any student out there like me and make Dublin a safer and more inclusive environment for teens.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently, I am involved in several activities in and out of school. Firstly, I was the captain of my basketball team during my summer season and I also play basketball on my school team; I was one of the starting 5 players for the 7th/8th grade basketball team. In addition to the in-school sports that I take part of, I play volleyball on the school team. Moreover, at school, I am part of Symphonic Band, the highest level of band offered in the school year of 2022-2023; I play the flute. Ultimately, through these several school-based activities, I have been able to better understand my school and the importance of students in our community. Moreover, outside of school, I like to be able to explore my roots and culture. To better understand my mother tongue, I attend California Tamil Academy. I am currently enrolled in HSCP 2 at the tamil academy which is a level equivalent to a second year of a language in a regular school system. Furthermore, I decided that learning my native language was not enough to understand my roots, so I started volunteering at the local temple. While volunteering at the temple, I learned more about the hymns sung for our god and started understanding some basic words in Sanskrit; Sanskrit is an ancient language in which our hymns are written. Lastly in pursuit of staying down to my roots. I take part in Bharatanatyam; a classical Indian dance style. Outside of school, in my neighborhood, I coordinated and conducted art lessons over the summer for younger kids in elementary school. I started teaching art lessons to help kids learn and encourage their curiosity. I like the diversity of interests in the community and enjoy helping in nurturing these talents. In the coming year of 2023-2024, I plan to play basketball and volleyball; I will also take a third year of Tamil and continue to practice Bharatanatyam. Apart from continuing my activities from this year, I wish to take part in clubs at high school including Green Earth, National Honors Society, California Scholarship Federation, and Key Club to further explore my interests. As it is my deep passion to make a community impact, the Youth Advisory Committeeâ€™s meetings and activities will always be one of my top priorities. In the school year of 2023-2024, I will be able to devote time each month for Youth Advisory Committee meetings and activities

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in the community, teen events, and city-sponsored activities by giving presentations on different platforms such as social media, in-person presentations in different schools of Dublin, and online presentations if people canâ€™t attend the in-person presentations. In these presentations, I would explain about the community, what events we are sponsoring, and why we are holding these events. As a part of the teen group, I know how to convince other teens in a creative and engaging way to take part in the community, events, and activities through a presentation. I would be the right person to deliver this presentation because I know that a normal presentation is boring; I would add fun games and make the presentation interactive so that I can keep their attention which would give me a better chance of convincing them to take part in and attend these activities. As a teen, I find it most interesting when I can actually hear someone passionate about an issue speakingâ€“rather than a flyer or an emailâ€“therefore, I hope to utilize my voice to make change. It is necessary to communicate these events in an innovative and clever way.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Yes, I have attended a Dublin City Council meeting that took place on March 7, 2023. I was interested in the funding agreement with the Tri-Valley Transportation Council for the Iron Horse Trail Bridge Project. The outcome was that the council accepted the $600,000 in order to fund the Horse Trail Bridge Project.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letterhead Sargent.pdf

Upload 2nd Letter of Recommendation (optional)

Pranayasree.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

March 20, 2023

To Whom It May Concern:

I am excited to write this letter on behalf of Miss Pranayasree Suman Raj for your consideration of her acceptance into the Dublin Youth Advisory Committee. I have known Pranayasree for four years since she arrived as a fifth grade student.

Miss Suman Raj came to Cottonwood Creek from Fremont. Right away she began making friends, finding her voice and helping to provide voice to others. Over the last few years, I watched as she took on different roles around our campus to help build a positive school culture. These roles include participation in athletics, where she was awarded the honor of being team captain, a member of the yearbook staff where she helped tell our school's story by capturing photos, personal stories and more. In addition she was a big buddy to students with learning differences.

Characteristics Miss Suman Raj demonstrates include honesty, integrity, dedication, collaboration, responsibility, hard work. She is able to see the big picture and has the ability to make objective decisions that are good for the whole, the part and the greater whole. She is a terrific role model for her peers and younger students.

I highly recommend Miss Pranayasree Suman Raj for your committee. She will be an asset to the Dublin Youth Advisory Committee.

Sincerely,

Lorianne R. Ventura

Lorianne R. Ventura, Ed.D.
Principal

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

Friday 10 March 2023

To Whom It May Concern:

This letter is intended to alert you to the talents of a bright, dedicated, and responsible student, Pranayasree Suman Raj. To provide context for this reference, I've taught secondary English in the public school system for over 20 years. I have had the pleasure of instructing Pranayasree (Pranaya) Raj Suman for the past 7 months at Cottonwood Creek School. I consider it a privilege to recommend Pranaya for the 2023-2024 City of Dublin Youth Advisory Committee.

As a student in my class, Pranaya exhibits both strong verbal and written skills. She completes tasks with quality, while meeting expectations. I know Miss Suman Raj to be very patient and understanding. She treats her peers and adults with respect. Additional strengths are how well Pranaya follows directions. If she needs to revise a task or doesn't understand a concept, she asks for clarification or assistance. She welcomes feedback and constructive criticism, so she can improve her skills and further her understanding of a concept. Moreover, Pranaya actively participates in discussions. In fact, she has maintained an A grade in English 8 all three terms, exceeded the standard on the English Language Arts portion of the state test (SBAC) last year and achieved a high school reading level on the district's STAR reading assessment. To call distinction to her efforts, she has been awarded Principal's Honor Roll every term this school year.

Another trait I wish to highlight is the level of maturity and empathy that Pranaya exhibits. She volunteered to buddy with Cottonwood Creek's Special Education students who have both physical and intellectual challenges, for the school's Big Buddy/Little Buddy mentor program. She gained tremendous insight partnering with the Special Education students, sharing how it is critical that all CCS students need to learn about the school's special programs to gain a better understanding of her buddy class. Pranaya expressed concern that there is a need to educate the general population of the student body, so they better understand and respect our Special Education class to provide them a more supportive and inclusive environment.

Pranaya prioritizes her academics, but recognizes the importance of being well rounded. She played on CCS's basketball team, as well as on a city league team outside of school and was selected as Team Captain. She is enrolled in two high school level courses, Spanish and Algebra, as well as a zero period elective, Symphonic Band. Pranaya has played the flute for the past 3 years. Furthermore, she participates in Tamil language classes and Bharatanatyam dance to learn about and preserve the traditions of her heritage. Her mother, a state chess player in India, introduced her to the game of kings as a young child. She has been playing and winning competitions for as long as she can remember. These extra-curricular activities are just a few testaments of her desire to explore opportunities for scholastic and social emotional growth to better serve her community.

I am pleased to have the opportunity to write this letter of recommendation for Pranayasree Suman Raj. Without a doubt, Pranaya's internal drive, in conjunction with her educational and social aptitudes would make her an exceptional candidate for Dublin's Youth Advisory Committee. Please feel free to contact me if you have questions or need further information.

Sincerely,

L. Sargent

Laurie K. Sargent
English Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5812

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Aria

Last Name*

Surapaneni

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High

What grade will you be in during the 2023-2024 school year?*

Junior

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the YAC program because I want to use my skills to help out my community and make a change in my small town. Ever since I was a kid I always geared towards classes like Leadership where we are allowed to volunteer and use our skills to make a difference in others lives. One event I partook in during Leadership this year that I would like to share is the Angel Tree. The Angel Tree is a volunteer event where a group of leadership students went out and bought clothes and toys for underprivileged kids that are in foster homes. This event overall changed the way I think about life and it made me realize how fortunate I am. By being a part of this, I realized how much I love helping out my community and being a part of something that overall makes a bigger impact for other people. This is the main reason I want to be a part of this program. I know that being a part of this program will allow me to do a lot more events like the Angel Tree and allow me to use my ideas to help the city of Dublin as a whole.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Skills that I possess that would make me a strong candidate for the YAC program is my determination and perseverance in the hardest of times. I always work hard even in the toughest situations that most people give up in. I am also a very kind hearted person who will thrive in a program that is all about helping the community. Some other traits that I possess are being a very honest person and being extremely loyal.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Teens in general are dealing with hyper utilization of social media, abuse of controlled substances and moral/ethical dilemmas. In Dublin especially there is prevalence of marijuana usage amongst teens as vaping became more popular. Nearly every teen is spending unhealthy amounts of time on social media and are bombarded with misguided messages that are leading to severe anxiety and depression. I see this fairly common in Dublin. Furthermore, degradation of values and morals are leading more Dublin teens to engage in unhealthy sexual relationships that only cause further depression and anxiety. YAC can greatly help Dublin teens by helping them be focused on positive activities that lead to better outcomes. For example a teen engaged in after school activities like sports, music, dance and volunteer jobs are more likely to stay focused and be less dependent on social media.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Activities I am involved in currently at Dublin High School are Lacrosse, Leadership, Best Buddies Club, Two Birds Club, and Girl Scouts. I will be able to devote time for the YAC program by properly managing my time and making sure I am not overworking myself. I also will make sure that I make my priorities first and everything else second. The YAC program will be one of my priorities and I will prioritize it and make sure I utilize my time efficiently to make sure I am giving my 100 percent on this program. I also already have a very efficient calendar that has been working for me so far in high school with all my activities, so I will add this program onto the calendar to make sure that it balances with my schedule.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

As a current leadership student I have intensive experience with involving the community in school activities and overall encouraging my peers to be more involved in school programs. I will take these skills and apply them to the YAC program by trying my best to be positive and encouraging other about the city sponsored activities and using my people skills to connect with others teens and explaining to them about why they should attend certain events.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended any YAC program yet, but i am friends with many people who have been apart of these programs and they have told me all about them.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Arias Recommendation letter.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File | No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Dear Admissions Committee,

I am the Founder and Creative Director of KalaAwishkar Bharatnatyam Dance School [redacted] located in San Jose, California. Over the past 15 years, I have trained over 100 students across the Bay Area. Aria Surapaneni has been my student for the past eight years, and I've had the honor of getting to know her very well.

Bharatnatyam is a 2,000-year-old Indian classical dance form originating from South India. The word Bharatnatyam stems from Bha meaning bhava or expression, ra meaning raga or melody, ta meaning Taalam or rhythm, and Natyam meaning dance. An accomplished dancer must master expression, posture and rhythm with years of dedicated practice. Bharatnatyam has been nurtured, maintained, preserved and passed on from one generation to the next. It is a symbol of beauty, an example of aesthetic perfection, and an expression of the search of the human soul.

I've been teaching Aria Bharatnatyam since she was just 6 years old. She was immediately drawn to this type of art and rapidly mastered the dance's sophisticated footwork. She is currently enrolled in my advanced class, where she is demonstrating her commitment and developing over the years of diligent effort into an outstanding Bharatnatyam dancer.

Aria recently went to Videc Wellness University workshop without her parents, displaying her self-discipline by getting up at 5:30 in the morning to go to her meditation and dance class. She is compassionate, understanding, and constantly willing to assist younger kids as they prepare for activities and dance competitions. She is dependable and well-organized, and I can always count on her for assistance. She is a wonderful peer and ideal student to have on campus and will add significant cultural and artistic value to the Youth Advisory Community. Please feel free to reach out to me if you have any questions.

Sincerely,
Shraddha Joglekar
Founder & Creative Director
KalaAwishkar Dance School & Yogic Dance
Phone: [redacted]
Email: [redacted]
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5805

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Aditya

Last Name*

Suresh

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

One of the main reasons I want to join the Dublin City Youth Advisory Committee is that I am passionate about community service and giving back. As a First Class Scout, I have been constantly participating in such activities for the past 5 years. I believe we all have a responsibility to positively impact our communities and serving on this committee would allow me to do just that. By working with other committee members, we can create meaningful and sustainable change that will benefit not only the young people of Dublin, but the entire community. Another reason I am interested in joining this committee is that I want to learn more about local government and how it works. As a committee member, I have the opportunity to interact with city officials and learn more about the decision-making process. This is not only a valuable learning experience for me, but also helps me become a more informed and engaged citizen. In addition to these reasons, I also believe that working for the Dublin City Youth Committee will allow me to develop important leadership and team building skills. Working on projects with other committee members requires me to communicate effectively, listen to other ideas and work together for a common goal. These are all skills that will serve me well in the future, no matter what career path I choose. Finally, I would like to join the Dublin City Youth Committee because it can influence the lives of young people in our community. By working with initiatives and programs that benefit young people, we can help create a brighter future for all. Whether it's organizing a community service project, increasing resources for youth programs, or raising awareness about important issues affecting young people, the work we do on this committee can have a real and meaningful impact. In conclusion, joining the Dublin City Youth Committee would be a great opportunity for me to give back to my community, learn more about local government, develop important leadership and teamwork skills and have a positive impact on the lives of young people. I am elated for the opportunity to serve on this committee and believe I would be a valuable addition to the team.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Over the past 5 years, I have been an active member of the Boy Scouts of America and have achieved the rank of First Class. Recently, I have had the privilege of serving as a Patrol Leader, overseeing a group of eight children ranging from 6th to 11th grade. This experience has allowed me to hone my leadership skills by helping and guiding them in completing various tasks. Moreover, I have also had the opportunity to volunteer for the City of Dublin on two occasions during my 7th and 8th grade summers. At The Wave, I assisted with bag check, clean-up, and supervised large groups of children. Working alongside peers of different ages, including adults, has taught me the value of teamwork and cooperation. As a leader, I have learned how to effectively communicate with active children and ensure they follow instructions. Overall, my experiences in scouting and volunteering have allowed me to develop invaluable leadership and teamwork skills, which I believe will serve me well in any future endeavors.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

As a member of the teenage community in Dublin, I have witnessed firsthand the significant and complex challenges that we face. Three of the most prevalent issues that have a profound impact on our daily lives are constant stress, overwhelming expectations, and poor mental health. While these issues are interrelated and often mutually reinforcing, they each present unique challenges that affect students in distinct ways.Stress is one of the most pervasive issues facing students today. From academic pressure to social expectations, there are numerous stressors that can trigger a constant state of anxiety and tension. Many students feel overwhelmed by the volume of work they must complete, from homework assignments to extracurricular activities. The constant pressure to perform well and achieve high grades can take a significant toll on mental and emotional health. Moreover social stressors such as peer pressure can cause feelings of stress and anxiety. Another major issue is the burden of excessive expectations placed upon students. Whether it's parents, teachers, or even friends, there can be a silent expectation to excel in all areas of life. Students are often expected to participate in multiple extracurricular activities while maintaining high grades and a vibrant social life. This constant demand to excel can be overwhelming and lead to burnout, stress, and feelings of worthlessness. Lastly, poor mental health is a growing concern among the teenage community in Dublin. Depression, anxiety, and other mental health issues can have a profound impact on a student's life, affecting their academic performance, social interactions, and overall well-being. Despite the growing awareness and advocacy for mental health issues, there is still a significant stigma surrounding seeking help, which can exacerbate these issues. In conclusion, the challenges facing Dublin's teenage community are complex and multifaceted. Constant stress, excessive expectations, and poor mental health are just a few of the many issues that we must contend with on a daily basis. While these issues can seem overwhelming, it is important to recognize that help and support are available, and seeking assistance is a sign of strength, not weakness. Through open communication, empathy, and a willingness to listen, we can help support one another and work towards creating a more positive and supportive environment for all students.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in the Robotics and Model United Nations clubs. I will be continuing these clubs through the 2023-2024 school year. However, I will always be able and ready to devote my time to YAC meetings and/or activities. If I am chosen to be on YAC, I will always place it before any other club or extra-curricular.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

My social circle is large and expansive not just in Dublin, but through other cities as well. I can bring friends and peers from extra-curriculars and friend groups to help and serve in the community. They will also be able to spread information about these activities. I can also attempt to bring members from my Boy Scouts committee to support our activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Aditya Suresh .pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 24, 2023

To Whom It May Concern:

I have known Aditya since August of 2022 as a student in my college prep English course. What stands out to me the most about Aditya is his calm and collected approach to his work. He's confident, assertive, and focused during class, group discussions, and assessments. He is the type of student that engages and approaches tasks with curiosity and attention to detail; someone that is an active learner.

As a peer, Aditya encourages others to participate, asks clarifying questions, and provides a welcoming space for opposing ideas. He can both contribute and offer constructive feedback that helps move conversations forward without conflict. He's attentive to group dynamics and makes it a point to include *all* participants, especially those who may not be as confident or as respected by their peers. Recently, he volunteered to be a student socratic discussion leader for our class. This was a last minute request and he and his peers stepped up to the task. Of my four classes, their class had the most developed and evaluative opening discussion- this was largely due to the student leadership team that he helped lead.

Aditya works hard every single class, but also understands the importance of balance. He's not a student that allows points to drive his learning or participation. He accepts feedback and scores with a willingness to continue to work hard towards learning standards and he understands that learning is a process. I appreciate the way that he communicates his questions and concerns about his scores. He speaks to you in person and/or sends polite and assertive emails that offer context for his achievements. He requests makeups and retakes for assessments he knows he can improve, and offers accountability for shortcomings.

I recommend Aditya for the Dublin Youth Advisory Committee. If accepted, he would be great at evaluating all sides of a project, would encourage all voices to contribute, and would be great at taking the opportunity as a learning and growth opportunity. He's the type of student that will continue to make Dublin proud and he'd be a great addition to your committee.

Sincerely,

Kate Anderton
English 9 Course Lead
Dublin High School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5761

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

ChengYa

Last Name*

Tan

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the YAC so that can I serve my community, and help my fellow teens address the issues they are experiencing. Being a member of the YAC would allow me to give my input on teen activities that are happening around the city, and to put my creativity to use. I am passionate about building a better community for the teens I spend hours each day with, and by being a part of the YAC, I would be able to do my utmost best to represent the voices of all teens in Dublin. I have always loved interacting with others, and contributing my ideas to a larger project. The challenge of trying to figure out the best course of action to help others is something that I will always be interested in. I enjoy spending my time learning about the opportunities offered to teens in the city, and participating in various programs in the city. The YAC is where I would be able to share my ideas and use all of my experiences interacting with teens and skills Iâ€™ve gained from my volunteering to achieve things with my fellow committee members that will benefit all of the youths of Dublin.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I have learned to be a self motivated, and hardworking person ever since I started figure skating. The sport has always pushed me to achieve my goals through hard work, and has taught me the importance of perseverance and communication with others. Oftentimes I am the one who takes charge of a group project and gives my input on what everyone is doing and the general direction we should take with the project. I have also learnt the importance, and mastered my leadership skills over the last few years through volunteer experiences, academics and my sport. I can understand and emphasize with others, and in addition, have a good organization and work ethic, which would benefit me as a member of the YAC.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I have seen my peers dealing with bad mental health because of social media, and burn out because of stress and parental pressure. I think that the YAC can address these issues by advocating and improving teen mental health through the use of counseling services and informing the public using fliers about how social media can ruin mental health. We can also address these issues by hiring a guest speaker to communicate with students at their schools.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in Dublin Highâ€™s dance program, along with itâ€™s National Honors of Dance Society, and will continue to be involved with the Society next year. In addition, I am a part of the school California Scholarship Federation (CSF), and will be an officer of the school Key Club. I also have figure skating, which is a sport I have done since I was 4, and the Dublin Library/Alameda County volunteering program. With all of these events in my life, I have mastered time management, and will make sure to dedicate and devote my time to the YAC, and will contribute to the committee in any way I possibly can.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I will advocate for the activities and events the city is offering teens at school, and support these events through the use social media. I can promote the interaction aspect of events, accentuating how attending events you will let you gain new friendships and meet people you might have never chosen to talk with before. To me, the best part of going to any event is all of the socializing I can do, and everything I can learn from everyone else who goes to these events. As a member of the YAC, this would be the main way I would get other teens involved with activities and events in the city.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have recently watched the February 7th meeting for City Council, along with a few other City Council meetings. I am interested about whether this yearâ€™s Splatter will be held at the new Don Biddle Park, since Splatter is one of Dublinâ€™s most important events and a lot of people are involved in making it happen.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

2023 Letter of Recommendation-Cheng Ya Tan .pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 7th, 2023

Re: Letter of Recommendation

To whom it may concern,

I have had the honor of being Cheng Ya Tan's Dance Instructor at Dublin High School. Cheng Ya is a student in my Dance 1 class since the beginning of the 22-23 academic year. In addition she currently is a member of the DHS National Honor Society for Dance Arts (NHSDA) Dublin High School Chapter Club which is a nationally recognized program of the National Dance Education Organization created to recognize outstanding artistic merit, leadership, and academic achievement in students studying dance in public and private schools.

Cheng Ya is a wonderful student and it is a privilege to teach and choreograph for her. She is a very motivated and self-directed student who continually strives to improve her technique as a dancer and as a student both inside and outside the studio. She is dedicated to improving her craft, no matter if she is working on new choreography, learning a new dance genre, or rehearsing something she has danced for a long time. Through studying dance, Cheng Ya understands the value of hard work and dedication, as well as the benefits of having a long-term goal. She is open to feedback and applies it to her work, both immediately in the classroom or outside of class time on her own. In addition, she works very well with teachers and peers and brings a creative and professional outlook to group projects. Cheng Ya is very organized, has a positive attitude, has a great work ethic, and is often a student I can count on to either help out other students or answer questions about clarification of the dance curriculum. Cheng Ya is open to learning new dance styles that might be out of her comfort zone, and enjoys participating in the creative process of dance as an art form.

Cheng Ya brings a professionalism to every aspect of her work and interaction with others. Her education in studying dance as a part of her academics is positively forming her as an individual who has experience with being a team-member and an integral part of a community.. Cheng Ya's strengths both as a dancer and a student give her the unique talent of continually growing as both an individual and an artist. I am positive she would be the ideal student for your program.

Please feel free to contact me if you need any additional information.

Sincerely,

Lauren Main de Lucia

[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5645

Date Submitted: 3/8/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Fenny

Last Name*

Thakker

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

9th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I wish to be a member of the City of Dublin Youth Advisory Committee because I believe that all teens' voices should be heard and that everyone in the community should feel like they have a place to belong. As a member of this committee, I can get a chance provide feedback and suggestions on conflicts that directly affect teens in my community, such as education, safety, and health, all while gaining valuable experience in leadership and decision-making. By joining this committee I can also expand on my public speaking, teamwork, and problem solving skills while working with like-minded peers. Joining this Youth Advisory Committee would be a rewarding experience that can help me make a huge difference in my community and grow as a person and leader.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I believe I have the essential skills to make me a strong candidate for the Dublin Youth Advisory Committee. Strong communication and listening skills are quite essential to effectively convey ideas and collaborate with other members. I am very open minded and flexible to feedback which demonstrates the will to actively work and learn towards a common goal. I believe that I have a strong work ethic and am able to take ownership of projects that contribute meaningfully to the committee's efforts in community. I have always had a strong passion for making some sort of positive impact in my community, whether it be big or small, and I think this drive can help me be successful in my journey as a strong candidate for this advisory committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Teens in Dublin today face a spectrum of challenges and issues that can have a major impact on their lives and how they interact. These can include mental health challenges such as anxiety or depression, pressures relates to social media and relationships, substance use, and possible barriers to education opportunities. This youth advisory committee can play an important role in addressing these issues by providing a safe space for teens to express their concerns and ideas. This committee could work with mental health professionals to develop resources and support networks to help teens that are struggling. They could organize events or campaigns to promote positive behavior and healthy habits. Overall, a youth advisory committee has the potential to make a significant impact on teens lives by addressing issues that matter most to them.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Over the course of the 2023-2024 school year I hope to join my school's badminton or swim team so I can improve on my skills and develop valuable teamwork and leadership skills. I am aware that being on one, or more teams requires a great deal of devoted time, but if I manage my time efficiently, I will be able to stay on track with all meetings and activities. I also volunteer at my temple every Sunday because I wish to give back to the community in some way and this volunteering really helps me achieve that goal. I do hope that I can involve myself in community as much as possible and being on these teams will not conflict with any major events or meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

If I were on the youth advisory committee, I would have a couple ways to get other teens involved in community events and charitable activities. My main option would to advertise on social media platforms and other digital tools to spread awareness and promote upcoming events among teens. Since most teens are on social media, this way would get more young people aware of these events and opportunities. I would mainly focus on trying to create events and activities that are of interest to a diverse range of people, and ensuring that there is something that everyone can get involved with. Drawing the attention of young teens is very important, and once that is achieved, you can spread the message to new teens along the way. My approach would most be to create a sense of enthusiasm for community involvement and showing teens they can make a big difference and how to have some fun while doing it.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not recently attended a YAC or other Dublin Commission meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Fenny LOR - Google Docs.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

WELLS MIDDLE SCHOOL

Education That Inspires Lifelong Learning

6800 PENN DRIVE, DUBLIN, CA 94568 - 925.828.6227 - FAX 925.829.8851
WMS.DUBLINUSD.ORG

March 7, 2023

To Whom It May Concern,

I am writing this letter to give my recommendation for Fenny Thakker to be a representative on the Dublin Youth Advisory Committee. Fenny is an 8th grader at Wells Middle School and an exceptional student. Fenny demonstrates exemplary citizenship skills by following the Wells Way of being respectful, responsible, and ready to learn.

Fenny consistently maintains a 4.0 Grade Point Average. On top of obtaining excellent grades, Fenny volunteers often for various activities and spends her personal time giving to others. Fenny also placed in the top 3 in our School Spelling Bee two years in a row. This shows dedication and a drive to work hard in not only self-improvement and growth but also in service to community. Fenny is an active member of our Leadership class. This elective class encourages students to be leaders on campus and is a course for creative, initiative taking, and enthusiastic students who demonstrate hard work and responsibility with the desire to have a positive impact on the Wells community.

Fenny is a delightful student who is respectful, polite, and responsible. Fenny would be an asset to the Youth Advisory Committee and a benefit to the Dublin community. It is my pleasure to be recommending Fenny for this position and I know that Fenny will far exceed your expectations.

If additional information is required, please feel free to contact me at [redacted]

Sincerely,

Anusheh Khabbaz

Anusheh Khabbaz
Assistant Principal
Wells Middle School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5809

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Srishti

Last Name*

Vadya

Street Address*

[redacted]

City* Dublin

State* CA

Zip* 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Notre Dame High School

What grade will you be in during the 2023-2024 school year?*

12

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

My family and I moved to Dublin at the age of 8, in 2014. Seven years later I feel really lucky to call this town home. From our cultural diversity to our innovative community members, I have found a sense of belonging to my neighborhood and this city. Walking my dogs around Emerald Glen Park with my little brother, attending school at Amador Elementary, and even learning how to drive throughout Dublin's bustling roads have all been very important parts of my life, all centered around this city. Next year, I will be moving away from Dublin and to college. Staying back, however, will be my 12 year old brother. As he and his friends prepare to have the same experiences that I had as a teenager growing up in Dublin, I want to ensure that he will have the opportunity to flourish, to be safe, and to have as much fun as I did. As this city continues to grow, it is important to have the perspective of someone who was raised here. I believe that I will be able to use my leadership skills and my passion for making this city a better place to contribute to the Youth Advisory Committee and their role in Dublin's overall welfare.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

As an active member in various leadership opportunities on and off campus, I have been able to grow my skills as a collaborator, public speaker, and innovator. I have been a member of my schools Associated Student Board for 3 years now, as a Student Life Commissioner. Through this position, I created a process for change, and have implemented various initiatives, such as a campus-wide composting programs and dress code updates. Additionally, I met with the Board of Directors to overturn outdated policies. I have also been my school's Medical Club Vice President for 3 years, where I have created curriculum for students and founded the Health Occupation Students of America Chapter. I also have a huge passion for community involvement. Whether it is volunteering at senior centers, emergency departments, or tutoring young children from underrepresented communities, I am a huge advocate for engagement, and would love to exemplify this as a member of the YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

An issue that I see teens in Dublin dealing with is lack of connectivity with their neighborhoods and community members. One of the strengths of our community is our intense diversity of backgrounds and interests. However, one setback that comes with this is difficulties in finding individuals with shared interests. This can result in feelings of alienation and disconnect with community. I think that Dublin's YAC should address this issue by creating spaces for individuals of common passions to connect. This can be in the form of creating teen-interest groups, setting up activities at our local parks, and planning mixers for teens to interact!

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the school year, I will be playing on my school's golf team, volunteering at a local hospital, and involved with some research programs. I will be able to devote time for YAC meetings, and dedicate a good amount of effort to involvement with events.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I strongly believe that publicity is a very important aspect of involvement, and would ensure teen participation. In order to attract attention for community events, I would work to connect with the Student Governments at Dublin High School and Fallon/Wells Middle Schools to help advertise. Additionally, using my leadership and connection skills, I would strive to engage members of my immediate community and encourage them to continue to spread the word.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not had the opportunity to attend a recent meeting, but have been following YAC agendas. I have been interested in the Hackathon, and look forward to seeing the outcome as well as ideas for involvement.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

PartneRite-Youth Voluntereeing-Shristi Vadya.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File | No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

PartneRite

Global Headquarters
[redacted]
Milpitas, CA 95035

[redacted]

24 March 2023

Whom so ever it may concern

Reco- Srishti Vadya - for Dublin Youth Advisory Committee

It's a privilege for me to recommend Srishti Vadya for the position on Dublin Youth Advisory Committee. As a volunteer with us at PartneRite (a Silicon Valley enterprise business orchestration technology startup) Srishti is helping us with early-stage marketing and customer outreach efforts. Even though it is usually hard for a youth volunteer to understand the intricacies of digital marketing activities, she was very quick to do some research on her own and put together a workable plan that we were able to execute. She exemplifies the highly sought after trait of willingness to embrace challenges and hiccups and 'going the extra mile' for achieving quick results.

We could launch and conduct our marketing efforts (which is ongoing) without significant time lag and external expertise, and I do not hesitate to attribute this to Srishti's planning, attention to detail, persistence and thorough execution skills, with very little help from me and my colleagues. She quickly got involved with other team members and became a focal point for communicating the marketing and outreach activities proactively and engaging them judiciously as needed. I am impressed with Srishti's enthusiasm in leading our early customer outreach efforts that is the culmination of outstanding ability to articulate and present, communicate succinctly, collaborate and multi-task.

Without any hesitation, I recommend Srishti to any open position with Dublin Youth Advisory Committee. I am certain that she will exemplify, make her presence strongly felt and contribute to the youth programs and related activities.

Please do not hesitate to reach out to me if needed.

Sincerely,

Srinivas Ramakuri
Cofounder, CTO and COO
PartneRite, Inc.
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5759

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Rajveer

Last Name*

Vaichal

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

dublin high school

What grade will you be in during the 2023-2024 school year?*

sophomore year

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the Dublin youth committee because I would like to help my city out in any way possible. I feel this is the most ideal and effective way of helping because I have so many ideas on what we as a youth committee can do to help our community. I have also done boy scouts where there are merit badges (Citizenship in the community and Society) where for example they give good help when thinking about the things to do in the community to improve the community as a whole.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I have leadership skills that I got from boy scouts by being a Patrol Leader to a lot of the scouts by helping them in advancement and being one of the key leaders during campouts. I also have critical thinking skills from basketball and perseverance due to my determination to not lose and to accomplish everything I set out to do.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

There are serious issues with teens like depression and vaping. A potential strategy to counteract teens with depression is to have closed sessions with counselors that are confidential and provide community empathy and support 1 on 1. For vaping, we can do a drive where if you turn in a vape the council will give some sort of benefit that way we can keep vaping out of the community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in Dublin High School Basketball, Boy Scouts, CSF, and ISA(Indian student association). I will be able to devote quality to YAC to address community issues.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would try to do fun events for high schoolers that they would like, such as sports competitions, fairs, and fundraisers. I have inspired many students to join Boy Scouts and helped them to progress. Also, I have helped many of my friends to start playing basketball, which will help in improving physical activity and keeping away from screen time, etc.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not recently attended a meeting. However a couple of months back I attended a city council meeting as part of the Boy Scouts requirement and it was a great experience. That inspired me to apply for YAC as I can influence and initiate a change.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Raj Vaichal Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Scan Mar 23, 2023.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 23, 2023

To Whom It May Concern,

My name is Ada Cowan and I am proud to offer my recommendation of Raj Vaichal who I have had the pleasure to teach since August of 2022 at Dublin High School. During my relationship with Raj I have experienced an individual who is punctual, stays on task and carries himself in a polite, respectable manner. Additionally, Raj is personable, helpful and has always presented himself with level headedness and grace.

If you have any requests or questions do not hesitate to contact me.

Kind Regards,

Ada Cowan
Spanish Teacher / Co Dept. Chair
World Languages Department
Dublin High School
[redacted]

BOY SCOUTS OF AMERICA®

Troop [redacted], Pleasanton, California

March 22, 2023

To Whom It May Concern:

It is my pleasure to provide this recommendation for Rajveer Vaichal. I am the former Scoutmaster and a current Assistant Scoutmaster for Troop [redacted] of Pleasanton, of which Raj is an active participant. I'd like to share my observations of the values that best exemplify Raj's interests and character, and how these are applicable to the role of Youth Advisory Committee Member for the city of Dublin. The application states that the committee is looking for enthusiastic students that are interested in representing the young people of Dublin, learning how local government works and planning events that benefit the community.

The Scouting program has specific objectives that are referred to as the "Aims of Scouting." They are character development, leadership development, citizenship training, and personal fitness. Raj is now a Life Scout (one rank below Eagle) and has been committed to the program for the last four years with our troop and another two years with a Dublin Pack. During that time, he has taken part in many activities that lead him to understand and embrace those Aims. He has First Aid skills, knows how to respond in an emergency situation, and has an appreciation of what it means to be a citizen within the context of his community, nation and the world. He has been involved in many great outdoor activities and understands how to make fitness fun. He has served in several leadership roles already, such as leading campouts and as the first Patrol Leader for a newly formed patrol. His role was to plan all of the details of the patrols creation and to lead his peers at camps, meetings, and in their advancement.

Raj understands the value of giving back to his community. In Scouting language, we call this the habit of "Doing a Good Turn Daily." He has participated in many hours of service in our community through a number of projects in which the troop supports such as Scouting for Food (one of the nation's largest single day food drives) and many conservation projects. Whether performing fuels reductions at a local camp or assisting with a Kids against Hunger project, he has constructively used his time to improve the environment, maintain the beauty of our surroundings and help people he hasn't even met.

In conclusion, Raj exemplifies those values that make Scouting a force for good in our culture. The values and capabilities that he has already demonstrated lead me to conclude that he will be a highly effective, principled leader in all his pursuits. I strongly recommend Rajveer Vaichal for inclusion in the Dublin Youth Advisory Committee.

Sincerely,

James R. McMillin
Assistant Scoutmaster
Troop [redacted], Pleasanton, CA

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5816

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Neha

Last Name*

Varughese

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the YAC to be a representative of the youth in Dublin. I have been living in Dublin for 9 years and have fallen in love with the city. As a way to give back to the youth and this community, I want to become a member to ensure that all voices are heard to further develop this city to become better. As a committee member I would like to bring to attention many issues that we are facing in this community and take steps to solve them. To start, I would like to bring awareness to the lack of gender equity in sports at the Dublin schools. At Dublin High school, this is very evident. The boys' teams are advertised and promoted more while the girls' teams are shoved under the rug. The boys' games are announced in the school announcements, showcased in our video bulletin, and posted on the instagram. The amount of people who show up, including the school staff, to boys' games compared to girls' games is a clear indication of the partiality that is prevalent in sports at Dublin High School. Secondly, I would like to bring up mental health. Mental health is an issue I see most commonly in teens. Due to the academically driven nature of this community, sometimes mental health is pushed to the side and is given less importance. I have always believed that both physical and mental health are equally important would want to be able to give teens more resources to deal with any stress or pressures they may be going through. For example, introducing teen clinics at the middle school and high schools gives students a way to schedule and receive professional help for anything they may be struggling with and also have a place to stay if the pressures of their life are becoming too intense. lastly, having this clinic will take steps towards stigmatizing receiving help for mental health. I would also like to speak about celebrating the diversity in Dublin with the help of the youth. As a city, we are extremely lucky to be as diverse as we are and I believe it would be great if we encouraged the youth to celebrate this diversity. Currently, cottonwood creek holds a multicultural festival every year to celebrate the many cultures that make up the school. I believe that Dublin should hold a cultural festival where the students can show off their cultures.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am hardworking and perseverant, I can lead a group and delegate work accordingly, and I work well in groups and strive to listen to all others around me.These skills are demonstrated through my many leadership roles that I've had throughout the years. I've always made it my goal to step up and make sure that the job has been done. When others may hesitate I've been the first to raise my hand or divide up roles between the group, making sure that each person has an equal amount of work on the project. This can be observed through my time as the president of the Music Association at Cottonwood Creek School. This school had just opened up two years ago and the task to lead a student-led Music Association required a lot of work and time. In order to have successful programs and ensure that our association truly represented the students, I stepped up and made sure to delegate work to my fellow officers. This was to make the club successful in its first year and set a groundwork for coming years to have an example to follow. Secondly, one of the skills that I possess that would be perfect for this committee is my ability to listen to others and work well in groups. I I have always believed that a project always works well when multiple heads are put together. This provides this project or leadership team with multiple perspectives and inputs, ones that other people in the group may not have been able to see. Even if their morals or ideas conflict with mine, I make it my goal to try and work out a compromise and see from their perspective as well. As freshman delegate of HOSA, I represented the freshman class and as a result I needed to have the skills to listen and hear what my class wanted to be implemented into this club. As a member of this committee, we are representing the youth of Dublin and I am confident that I will be able to do that. Lastly, my hard work and perseverance make me a great candidate for this committee. Whenever I receive a project, whether in school or in the club that I'm a part of, I never rest until the work is done. I put in the time, dedication and work it will take in order for this project to be successful. If there are ever any conflicts or obstacles in my work, I anticipate and work through them until I have finished.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Currently, teens are dealing with mental health struggles and feeling represented in community areas. Since Dublin is a very academically driven community it can be difficult for teens to speak up about mental health struggles and feel like they're heard. To constantly outperform others in the community can cause students to internalize their issues and constantly abandon their mental health, which then affects their physical health. YAC can address this issue by introducing teen clinics into middle and high schools. These clinics will allow students to make appointments with medical professionals, confidentially, without outside pressure. We can also hold events speaking about mental health and hold workshops on how to deal with stress and anxiety.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be apart of the Varsity Dance Team, Speech and Debate team, and HOSA.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would be able to get other teens involved by partnering with clubs at the high school and holding events with them. I would also get more teens involved by advertising on social media sites and in schools. Lastly, we could also give teens service hours for attending the events and include food/rewards for attending.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No I have not.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

2023 Neha - Letter of Recommendation .pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

March 20th, 2023

To the Dublin Youth Advisory Committee Selection Team:

My name is Jasper Tran and I am the Music Director at Cottonwood Creek School (CCS) in Dublin, CA. I am also the new Music Director for Emerald High School which is the Dublin Unified School District's second comprehensive high school. I am writing to recommend Neha Varghese for City of Dublin Youth Advisory Committee.

Cottonwood Creek School opened in 2018 with a minimal music program which resulted in the absence of extracurricular activities. During her first two years at CCS, she has built our student leadership program from the ground up. She stepped up and was voted by her peers to become the inaugural president of our student leadership team. She worked independently to write bylaws, create educational lessons for students, and promoted equity for underrepresented students. This was all done when our community was under shelter in place and we were participating in virtual learning.

Neha was also a member of our inaugural color guard team and is currently in the Dublin High School Varsity Dance Team. She has committed to being a coach for Emerald High School to build a strong dance and guard program for students in our attendance area for the upcoming school year.

Her work ethic and dedication to our program exemplifies the CCS mission statement and the best of our city. I can not think of anyone more deserving of being in the YAC and I firmly believe she is an exceptional candidate for your organization.

If you have further questions, please feel free to contact me at [redacted].

Sincerely,

Jasper Tran

Jasper Tran
Music Director, Cottonwood Creek School
Music Director, Emerald High School
[redacted]
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5829

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Akhil

Last Name*

Venkatesh

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the Dublin Youth Advisory Committee because I want to help solve some of the issues Dublin youth are struggling with today through my leadership skills, initiatives and new project ideas. Dublin has been my home since I was in 2nd grade and I absolutely love this city. Today's youth are tomorrow's leaders and can help shape the direction of the city which can help current and future generations of youth. I would love to be a part of that team that makes this happen through various community projects and personal involvement. I have a strong sense of civic duty that my parents have instilled in me and my brother since we were young and we believe in giving back to the community in many ways possible. So to summarize in a nutshell, I want to give back to Dublin since Dublin has given me a lot and I believe YAC would be a fantastic platform for me to do this.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

1. I possess several skills that would make me a great candidate for the YAC. I am routinely picked as the captain of my national cricket team because my coaches trust my leadership potential. I work very well in teams and know how to productively engage with not just peers but also adults. 2. I often come up with creative ideas to solve problems for example I sent an idea to Assembly member Rebecca Bauer-Kahan for a new Assembly bill about harvesting rainwater especially when we have excess rain and storing it creatively to be used later during wildfire season. 3. I have a good sense of humor and I am easy to get along with 4. I take my responsibilities seriously. Once I am committed to a cause, I make sure I spend enough time to fulfill my commitments. 5. I am a competitive chess player who has won a lot of awards in chess, a game which involves strategic thinking and quick decision making abilities. 6. I am very driven to succeed and was recognized by the Patch as a star student athlete in November of last year

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

While a lot of efforts have gone into creating mental health programs, I think there is room for more because many kids today are really lonely and struggling to make friends. This is why I applied to the prestigious Springtide Research Institute and got selected as one of their ambassadors (www.springtideresearch.org). I am helping shape their research efforts and nationwide community engagement. I am tasked with creating and curating original content for their blogs and podcasts. I can work with Dublin City council and part of the YAC team and be a bridge to collaborate. Also, some of the problems I have noticed at school, in sport teams, and other groups are teens experiencing stress and anxiety. Anxiety is an epidemic today that can result from several things, namely academic pressure, social pressure, environment, etc. YAC is helping create a safe space where teens who are depressed/anxious can feel comfortable to discuss their problems. I can add value to this by reaching out to professional yoga and meditation schools and enable them offer to free programs. I have already had some conversations with experienced yoga teachers who are interested in offering free programs to Dublin youth. Another problem teens are facing is drug use/vaping. Addiction is a very serious and ongoing issue that needs to be addressed by programs that spread awareness and are led by the Dublin Youth. The presentations can be integrated in schools, as a part of after school clubs and during city run events like Splatter.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be involved in sports, mainly cricket, a year-long sport I am very passionate about and have been pursuing since I was 7 years old. I am part of a national team that involves commitment towards coaching and games. As a Springtide Ambassador, I will be working with a select cohort of people cultivating research projects on mental health and creating fresh content. I also volunteer from time to time to help kids with Special needs with their social activities. I will have sufficient time to devote to the Youth Advisory Committee since I multi-task well and have some free time. If there is an overlap with one of my extra-curriculars, YAC would be my priority.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

To get Dublin teens involved I would use word of mouth, social media channels and friends and family groups in the city to spread the word about city sponsored activities. I would also network during after school club meetings and seek their involvement. Dublin is home to many different faith and cultural groups and there are so many different cultural events hosted periodically and these are great opportunities to broadcast events. I would also contact the editors of my high schoolâ€™s publication to write an article about what YAC is, how it is making a difference and how teens can be involved in the initiatives. Dublin Patch is great about informing the Dublin community about events and activities and I would seek of help of other neighborhood media publications as well.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

Yes, I attended a City council meeting in October 2022 and was one of the youth speakers on Diwali when the city issued a Proclamation acknowledging the biggest Hindu festival. It was a proud moment for me and my community to witness this recognition by our city council that embraces diversity. I have attended other Dublin city council meetings in the past to ask for equitable options for Dublin youth for sports cages and cricket facilities to be built and the Dublin council listened and built Fallon sports park new phase.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

YAC Recommendation Letter.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 23, 2023

Dear Dublin city staff and council members,

This is a recommendation letter for Akhil Venkatesh, who is currently a 9th grader attending Dublin High School. Akhil has been an active member of our organization, Major League Cricket Academy (MLCA) since 2018 and has been playing competitive cricket for the last 8 years. As the Managing Director of the Academy that currently has over 300 youth playing in 7 cities across Northern California, I have known Akhil for several years as a very passionate, hardworking, and focused cricket player. Prior to MLCA, I was the head coach of East Bay Youth Cricket Association for 3 years, so I have had the opportunity to mentor and groom hundreds of youth players. I would highly recommend Akhil for the Youth Advisory Committee position within the city of Dublin for the following reasons.

His passion comes through clearly in the activities he chooses to participate in. He is a committed team player and has captained his team to several tournament victories. He takes his responsibilities seriously and is well liked by his teammates. Akhil's youth cricket team won the MLCA National championship in the u15 age group in 2021 and won two out three of the championship tournaments in 2022. Akhil has won several individual national awards consistently over the years and recognitions for fielding, wicket keeping and batting. He was part of the MLC Jr. Championships Chairman's Honors list in 2021 and 2022 where he was recognized for being amongst the Top 5% batters in the country out of 400+ players. He is routinely ranked among the top players in the U.S. in his age category.

These national tournaments have brought the best of the best teams from all over the United States. Being a key member of these teams, making good decisions and acting on those decisions in a timely way and demonstrating leadership abilities play a role in success and these are some reasons why I feel that he would make valuable contributions to the youth Advisory team and be an asset. Akhil has excellent ideas, is a good speaker and can have eloquent discussions with his team. He has shown a lot of interest in community service and has been contributing his time volunteering for several causes including participating in meetings to advocate for cricket facilities and equity for Bay Area youth. If chosen to be a part of the Youth Advisory committee, I am confident that he will fulfill his duties and exceed expectations as a valuable member.

If you need more information, please don't hesitate to reach me by email at prem@majorleaguecricket.com.

Sincerely,

Prem Suri
Managing Director, Major League Cricket Academy

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5731

Date Submitted: 3/22/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Yash

Last Name*

Verma

Street Address*

[redacted]

City* Dublin

State* CA

Zip* 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Wells Middle school

What grade will you be in during the 2023-2024 school year?*

8th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to be in part of the Dublin Youth Committee for several reasons. â€¢ To give a different perspective towards the advisory committee â€¢ Do become part of the decisions for the committee â€¢ I would like to give back the society to work towards the people.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

The skills I possess are my leadership qualities at my school since I am a part of my school's Leadership. I work well in a team rather than alone.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe that the most if the teens are struggling with : â€¢ Depression and Anxiety â€¢ Bullying â€¢ Drug and Alcohol use Teens today struggle more with interpersonal relationships than any previous generations. Youth Committees can play an essential role in addressing bullying and depression among young people.By creating awareness, building support networks, advocating for change, and providing resources, they can help young people overcome these challenges and live healthier happier lives.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in my school's Marching Band. I am also part of Boy Scouts and my rank is First Class. I'm a part of my School's Leadership Committee. I also a pretty good athlete. I will be able to support YAC and will be able to devote time for the committee.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in the community by â€¢ Promoting the events either by organizing the fun activities like games or cultural activities ,raffle ,posters etc.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No I have not attended any meeting yet.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Yash LOR (1).pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 2023

Dear the Dublin's Youth Advisory Committee:

Hello, I am a PE and Leadership teacher at Wells Middle School, and the Activities Director. Yash Verma has been in our Leadership program for the current school year.

Yash is a young student who wants to be involved and he is finding his voice. He has good intentions. I have seen him work hard this year to become an organized student who is motivated to be the best that he can be. He has matured and developed some better public speaking skills as well. I am also thankful that Yash wants to continue to be in the Leadership program for the next school year, and I am excited to see him take a stronger role as an 8th grader.

I recommend Yash Verma for the Youth Advisory Committee, and please feel free to contact me if you have any further questions at [redacted]

Respectfully,

Denise Burger

Wells Middle School
Leadership Advisor
Activities Director
Physical Education Teacher

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5797

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Rohan

Last Name*

Vij

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the City of Dublin Youth Advisory Council because I want to share my voice with the rest of Dublin. I bring a unique perspective to a multitude of problems with my diverse background in business, ethical data science, and my love of the outdoors. Ever since I went to my first Emerald Glen Campout, my mind has been racing with ideas on what other activities the city could host - a community bike ride around Dublin, large communal gardens, or a nature walk around Camp Parks. YAC is the perfect opportunity for me to voice my thoughts on city policy, and also run beneficial programs with the support of the city. Dublin's name - the New American Backyard - has always been a name I am proud to share with anyone visiting my city. I take pride in how Dublin has changed and grown during the 14 years I have lived here - seeing it year after year on California's list of top-growing cities always invokes a feeling of pride within me. With parents who run a small e-commerce business, I will be able to encourage the youth of Dublin to entertain an entrepreneurial mindset and develop programs in the city for aspiring entrepreneurs to collaborate. As a Boy Scout, I will develop outdoor programs for the youth of the city to address mental health issues and promote community cohesion. Lastly, as a data ethics advocate, I will impact the future of AI-based tools in our education system and push forward policy-making on the topic. I hope that as a member of the YAC, I will be able to bring our community together by leading outdoor programs and demonstrate the progressiveness of our city to the rest of the Bay Area.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

YAC should be a forum of community leaders, but also a forum of listeners. As someone who has led an organization but is also a member of communal councils for some, I know how to lead a discussion without dominating it. From working with real startups, I have also gained invaluable experience in mastering online communication, which has helped me build a regimen of checking my email, LinkedIn, Slack, and other platforms constantly throughout the day. This skill will prove invaluable in Dublin's YAC, as most of the organizational responsibilities of the members are done outside of the scheduled meetings. Aside from my aforementioned communication and leadership skills, I am an open-minded individual, which primarily stems from collaborative interactions in other councils or competitions. Whether it be constructing a competition to encourage students to ponder the ethical use of data or participating in international hackathons, I always view solutions with a holistic and objective approach. This would allow me to be a collaborative but insightful member of the YAC. Last, but certainly not least, my passion for helping others knows no bounds. While this is less of a skill and more of a personal characteristic, I believe that it is one of the most important reasons why I want to join the YAC. A simple "thank you" can make my week, which is why I love helping other people so much. My dopamine response to helping other people make it borderline addicting, driving my never-ending passion for the simple phrase "thank you."

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

From my perspective, the biggest problems teens are dealing currently dealing with are stress and the ethical clash of using technology to assist in their academic careers. I have seen firsthand how the topic of stress has become more of an annoyance than a beneficial thing to talk about to students, and I believe this is because we only talk about stress - we do not do much to solve it. This is extremely detrimental to the mental health of students because it perpetuates the narrative that stress is inevitable and not avoidable. By offering solutions to stress in tandem, we can shift this thought process and give students some source of hope about alleviating their stress. When I first joined Boy Scouts at the beginning of the year, I suffered from burnout and stress every single weekend. The camping trips I went on enlightened me with a whole new sense of relief - the chance to put my homework out of my mind and focus on nature was the most therapeutic experience I have ever had. I believe that as a city, we need to take initiatives that involve more doing and less talking about mental health. The annual Emerald Glen campout is nostalgic to me and I believe that it is a great initiative that the city undertakes year after year. In YAC, we could expand the initiative on a smaller scale by running programs for the youth to connect to nature and for them to view it as a period of reducing tension. I always loved the name "the Great American Backyard" for Dublin - I want us to use that to help our youth. Another more recent problem students have been dealing with is the dilemma of using AI-powered tools (i.e ChatGPT) in their academic work. As a competition council member at DataEthics4All, I have extensive experience dealing with the ethical and moral implications of ChatGPT. At the YAC, I hope to address this issue with each other as well as school administrators to determine whether or not we will use AI as a tool or ban it entirely. AI technology is advancing so fast that it is crucial for us to make a decision, but with a holistic, ethical, and objective approach to the problem. As a member of YAC, I could facilitate the conversation with my prior experience so we can come to a conclusion rapidly before AI tools proliferate school culture as a whole.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

During the 2023-2024 school year, I will be in a robotics club, a council member of a data ethics nonprofit organization, running my own company to provide free enterprise business tools to small businesses, and a member of Boy Scout Troop 939. I always have my entire week planned out, so I will be able to attend the monthly meetings. I will also have time to schedule independent meetings with council members or city officials if needed - as well as plenty of time to work on projects asynchronously. The aforementioned activities that I am in will also build upon my experience and contributions to the YAC, allowing me to bring novel perspectives about academic data ethics and outdoor activities at every meeting.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

As a member of the YAC, I would tackle promoting participation through healthy competition. At Dublin High School, each graduating year is encouraged to participate in activities in order to gain points for their class. This creates healthy competition between the classes, and overall inherently increases the school spirit of all of us. If a similar system could be implemented on a city level, participation would surely increase. Another way in which participants could be increased is through social media. My parents run an online e-commerce business in Dublin, and I have seen firsthand how using social media through the lens of a normal user has impacted their business - the same could be applied to Dublin. An alternate account run by YAC members solely to appeal to Dublin's youth could be more informal and more interactive with the community, bringing them and their identity closer to the city as a whole.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, but I did attend "Battle of the Bands" several years ago, and it has played a significant role in motivating me to apply for the YAC.

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7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

RohanVij.pdf

Upload 2nd Letter of Recommendation (optional)

RohanVij.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ● 925-833-3300 ● FAX 925-833-3322

March 23, 2023

Dear Selection Committee,

It is with great pleasure that I recommend Rohan Vij for consideration to join Dublin's Youth Advisory Council. I have the honor of teaching Rohan during his sophomore year at Dublin High School as his English teacher. During this time, I have witnessed Rohan's dedication to academic excellence, his extra curricular activities, and helping his peers in the classroom.

Rohan is a hardworking student who does not let other students or difficult situations distract him or prevent him from achieving his goals. He is an incredibly driven individual and does not shy away from asking for help when necessary. Rohan shows empathy for others in collaborative work; his willingness to step up as a leader, and at the same time, his willingness to let others lead is readily apparent in class. Rohan is also an active member of his community and has served as president for ACE Coding Dublin, works as a software engineer for Shiporium, is a current council member of DataEthics4All, and also an active Boy Scout.

It is with great confidence that I recommend Rohan to Dublin's Youth Advisory Council. From my time spent with Rohan, I learned that he is determined and engaged in his own learning and goals. Rohan would bring his unique perspective and hopes to address ethical issues regarding AI in our educational community, solve issues regarding mental health by a rapprochement to nature, and further develop Dublin's small business culture through the use of technology. In this light, Rohan shows a tremendous amount of initiative and personal drive to succeed. He is self-driven and motivated to meet his goals and I believe this is a quality that will serve him well as a member of the Youth Advisory Council. If you have any questions, please feel free to contact me via email at [redacted]

Sincerely,

Faith Dionida, Ph.D.
English Department Chair & English Teacher
Dublin High School

DUBLIN HIGH SCHOOL
2017 GOLD RIBBON SCHOOL
8151 Village Parkway, Dublin, CA 94568 925-833- 3300 FAX 925-833- 3322

Maureen Byrne, Principal
Diane Santamorena, Assistant Principal
Kevin Cushing, Assistant Principal

Whitney Dwyer, Assistant Principal
Lenni Velez, Assistant Principal
Andrew Waranoff, Assistant Principal
Lisa Diaconis, Assistant Principal

March 23, 2023

City of Dublin
Dublin Youth Advisory Council,

It is with great honor and pleasure that I recommend **Rohan Vlj** as a highly qualified applicant to your program. I have had the pleasure to watch Rohan sharpen his abilities as a student and individual; he is in my Spanish 3 class, where he stands out as one of my most exceptional students. Rohan is an intensely hardworking, intellectual, curious, and adaptive young man. He has grown quite comfortable in his own skin, and I can see this higher level of confidence exude in and outside of school.

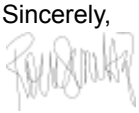
Being a very mature, driven individual, Rohan has always maintained a deep passion towards academics. He is a strong student with solid grades in multiple subjects, including Spanish. In my classes, I've found Rohan to be very curious towards the learning process, making conceptual understanding his number one priority. He consistently asks questions and adds to our class discussions. Rohan has also shown himself to take initiative, finding himself ahead of the learning curve. He always turns in assignments on time, actively participated and spoke in the target language. I'm often pleasantly surprised by his work in class, tackling difficult subjects in a profoundly systematic, analytical manner.

Moreover, Rohan's strength of character and personality make him a stand-out student. In group settings, Rohan is able to take initiative, adapt, build a team, and carefully lay out the goals that must be achieved within a certain time span. He ensures that his team spends time productively and proactively, seeking out any information necessary to produce high-quality work. At the same time, he's also shown himself as genuinely responsible and considerate. It's clear that he is an active listener, and makes sure to value each of his peer's voices.

What impresses me even more, and further makes Rohan a stronger applicant is his experience in programs related to the computer science field and his ability to manage his time. Rohan has programmings skills in JavaScript, TypeScript, Python and Java. He has been a competition council member for *DataEthics4All and a* software engineer for *Shiporium*. In *DataEthics4All*, he collaborates with other students to develop online competitions, directs technological and non-technological competitions to encourage beginners in the field without technological expertise and debates constructively about the ethical use of AI tools in the education sector. In *Shiporium*, Rohan helps to create an online platform using crowdsourced USPS tracking numbers to predict how long international packages take to ship, collects data from local individual small businesses to increase shipping accuracy, and works to develop an intuitive UI system so businesses unfamiliar with technology can effectively use it. Moreover, Rohan is also an active member for the *Boys Scout Troop 939* in Livermore, where collaborates with other older scouts to plan troop outings in various activities, develop meal plans for long trips and maintains a strict equipment maintenance and inspection regulation regimen. By and large, Rohan has excellent time management, making time to comply with his class assignments and participate in Dublin High School and community programs. In these programs, he is shaperning his professional character, leadership and social skills.

Above all, Rohan simply exudes a warm and friendly persona, making him a kind, approachable, mature, and well-rounded human being. Given his natural drive, I am quite eager to see what more he will accomplish as he continues his education and service to his community. I have no doubt Rohan could be a valuable asset to your program.

Sincerely,



Rocio Serrano
Spanish Language Teacher and WL Department Co-Lead Teacher
Dublin High School [redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5818

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Yuv

Last Name*

Vij

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Fallon Middle School

What grade will you be in during the 2023-2024 school year?*

7th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Becoming a member of Dublinâ€™s Youth Advisory Committee gives me an opportunity to be involved with my community. I want to help make a positive change and give back to my community. There are some things I have seen that I am passionate about changing such as teens of our area not getting to provide an input on events, like we did not get a link to set up stands on St Patrickâ€™s day. Additionally joining the YAC would help improve my leadership skills. Multiple skills such as communication, teamwork, public speaking skills, and problem solving can all be developed while working in a Youth Advisory Committee. I also want to learn how committees work. Joining the YAC will also give me an opportunity to find like minded people to create a network with, which will lead to new friendships and connections.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Strong teamwork skills are required for any committee. Being able to comfortably work with others and collaborate to achieve common goals is something I can do. I have won 4 Integrity in Action for teamwork awards, which are selected by teachers. Critical thinking skills are also vital to being a successful committee member. One should be able to analyze issues, evaluate different options, and make profitable and appropriate decisions, this is something I possess. Furthermore as being part of the YAC Committee I will be able to provide an input and develop new create and original ideas to introduce to the community.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

An issue I believe lingers in Dublin is substance abuse. My sister worked in D.A.R.E. (Drug Abuse Resistance Education), while she went to DHS. I heard of many drug abuse issues in her school itself, and how bad things could get. I feel that these kids should be able to get even further help, and by joining the YAC I can explore ways we can do this - like petitioning the cops to take more action. Another major issue in teens is mental health problems. In my school (FMS), an organization came and gave presentations about common mental health issues and coping methods. They showed multiple polls, and the results shocked me. The number of kids suffering from mental health due to academic pressure, family problems, and social isolation issues was severe. One of my very good friends has been wanting to commit suicide due to struggling with stress over family reasons. Over the last few months, things have gotten extremely serious to the point where law enforcement had to be involved. I believe we can create an enhanced program that is able to reach out to children individually and offer guidance to better their lives through methods such as meditation.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Some activities I am currently and will be involved in during the 2023-2024 school year are: Volleyball, Boy Scouts, Chess, and Coding. For these activities, most meetings/activities are weekly. YAC meetings are on the 4th Wednesday of every month at 7 PM, I do not have any classes or major activities on Wednesdays so the meeting time is ideal for me. As for non-meeting activities and work to be done, I will be able to devote time as YAC will take a high place on my priority list.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Gettings teens involved in the community, teen events, and City-sponsored activities could be done primarily with social media and spreading the word to your friends. Platforms like Tik Tok, Instagram, Snapchat and Discord are extremely popular among teens these days. Promoting on these platforms would provide a way to reach out to teens and let them know these events are occurring. We could create accounts for different events. Engaging the teens and making them interested would be possible by making the events fun, engaging, and aligned with the interests of our target audience so they feel a personal connection.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I attended one City council meeting on October 18, 2022, right before Dewali that year. Me, my sister, and my father attended this meeting. I faintly remember the final outcome being Hindu American Awareness and Appreciation Month officially proclaimed as a special month every October.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

YAC Rec Letter.pdf

Upload 2nd Letter of Recommendation (optional)

Letter of Rec Yuv.docx

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

FALLON MIDDLE SCHOOL

3601 Kohnen Way, Dublin, CA 94568
925.875.9376

Dear Selection Committee:

I have had the pleasure of coaching Yuv Vij on the 6th grade Volleyball team this school year. Yuv is a hard working, dedicated, and a self motivated student athlete. Yuv's greatest strength is that he knows how to work effectively with others to achieve success. He has grown this year in his leadership skills modeling the qualities of a strong student leader. Some of those qualities include being on time, willing to help others, and taking initiative on reaching a collective goal. I highly recommend Yuv for Dublin's Youth Advisory Council as he will be an asset to your program.

Please feel free to call me or email me with any further questions.

Mr. Branson
Lead Physical Education Teacher
[redacted]

DUBLIN UNIFIED School District

DUBLIN SCHOOLS

DUBLIN UNIFIED SCHOOL DISTRICT

7471 Larkdale Avenue, Dublin, CA 94568-1599 925-828-2551 FAX 925-829-6532

Dear Youth Advisory Committee, March 23, 2023

It is my extreme pleasure to write this letter of recommendation for Yuv Vij, a natural leader in my 6th period English Language Arts class. Yuv truly has and has repeatedly demonstrated the qualities of a natural leader: responsibility, respect, perseverance, problem solving and critical thinking skills, as well as supporting and working with others.

In regards to being responsible and demonstrating perseverance, he consistently turns in his assignments on time to the best of his ability. When he is unsure about something on any work that is being done, he never hesitates to ask for clarification in an extremely respectful manner. This is only one way he demonstrates his impressive level of perseverance, as well as asking questions regarding any errors so he has an understanding of what needs to be done in the future to do better on that skill.

While Yuv has many wonderful leadership qualities, perhaps one of his strongest is his ability to show his compassion and respect for others, especially with peers that can be challenging. In class, he is very respectful by keeping focused and follows directions, thus showing general respect for his teacher, as well as fellow classmates. However, I personally find it even more impressive that he can work with any student and if it is a student that isn't demonstrating similar cooperation skills, he does everything he can to make sure that they know their voice is being heard.

Yuv is a role model to all in our school and would be a fantastic addition to the Youth Advisory Committee. Please feel free to reach out to me with any questions you may have.

Sincerely,

Larissa Ostlund

[redacted]

6th grade Core teacher- Fallon

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5729

Date Submitted: 3/21/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Dhruv

Last Name*

Vijaykumar

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Emerald High School

What grade will you be in during the 2023-2024 school year?*

9th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Being part of the Youth Advisory Committee for the City of Dublin can open up many opportunities and pathways for me later on. As an aspiring lawyer, I find it important to have a good understanding of leadership, as well as diplomacy and confidence, all of which are shown in the YAC. I also believe that you need quick judgment and good problem solving skills.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Certain skills that I possess that make me a good candidate for the Youth Advisory Committee are my leadership and problem solving skills. Furthermore, I can remain calm in stressful situations as well as keeping people on good terms with each other.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

A large issue that teens are dealing with in Dublin is stress, from parental and peer pressure, seeing as our schools are ribbon award winners, the academic competition is very high. I have seen people feel bad about themselves that they are doing grade level math instead of a higher level of math, which just shows the intensity placed on academics in Dublin. I feel that the best way to solve this is to encourage students to relax and talk to parents about putting less pressure on their children.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I am currently involved in volleyball, but I will definitely be able to make time for YAC activities and meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I feel that most teens would attend city sponsored events if they were aware that they were happening. I think that the most important thing to get people involved is to raise awareness about these events and create a large group of support to spread the word.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

FALLON MIDDLE SCHOOL

Mark Nelson, Principal
Kelly Zummo, Assistant Principal
Candice Baligaya, Assistant Principal

[redacted] Dublin, ca 94568 [redacted]

March 16th, 2023

Dear Dublin Youth Advisors Committee,

I am pleased to write this letter of recommendation for Dhruv Vijaykumar, whom I have had the pleasure of teaching and coaching at Fallon Middle School. As Druv's a PE teacher and Volleyball Coach, I have had the opportunity to observe firsthand his exceptional teamwork, leadership, problem-solving skills, and ability to handle multiple points of views.

One of the most impressive qualities Dhruv possesses is his outstanding teamwork skills. He was always willing to lend a helping hand with students in class and collaborated with his peers to achieve a common goal. His positive attitude and willingness to listen to others' ideas in the class and on the court makes him an excellent team player. He's also a great motivator, always encouraging his peers to do their best.

Moreover, Dhruv has a natural flair for leadership. He is highly organized, efficient, and I could always count on him to take charge of a situation. I leaned on Dhruv as a coach to help me lead the team and act as an extension of myself on the court during games. Dhruv has an innate ability to inspire and motivate others, and his leadership skills are highly accepted by his peers.

When it comes to problem-solving, Dhruv has consistently impressed me with his ability to come up with creative solutions to complex problems. He approaches every challenge with a positive attitude, open mind, and critical thinking skills. I have witnessed Dhruv resolving conflicts and overcoming obstacles with teammates as well as classmates, and he always ensures that everyone involved in the process is heard and respected.

Finally, Dhruv is highly skilled in handling multiple points of views. He has a deep respect for diversity and always considers different perspectives when making decisions. He is highly empathetic and always takes the time to listen to others' opinions, even when they disagree. Dhruv's ability to consider multiple points of view has enabled him to build strong relationships with his peers, and he is highly respected and admired for his open-mindedness.

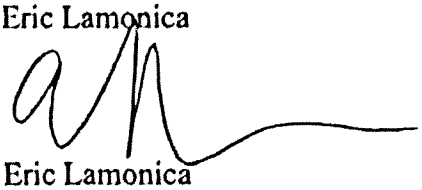
Overall, Dhruv Vijaykumar is an exceptional individual with outstanding teamwork, leadership, problem-solving skills, and the ability to handle multiple points of views. I am

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confident that he will continue to excel in his future endeavors and would highly recommend him for any opportunity that he pursues.

Sincerely,

Eric Lamonica



Eric Lamonica
Physical Education Teacher
Fallon Middle School
[redacted]

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Print

Youth Advisory Committee Application 2023-2024 term - Submission #5786

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Sriharshita

Last Name*

Vissapragada

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I wish to become a member of the City of Dublin Youth Advisory Committee to make a difference in my community. By being involved in YAC I want to help my community as much as I can. I hope to bring issues that children and teens face to light in hopes of improving schools, and the city of Dublin as a whole for the younger generations. I have started making advancements towards my goals of helping as much as I can by joining the Teen Advisory Group in the Dublin Public Library. We work together as a team to involve more teens and children in the library to make it the best it can be. We have started planning out programs such as tutoring, art classes, clubs, AP studying sessions, and coding classes to improve our library. We hope by creating programs such as these, we will get more teens involved in the library and create a positive impact on children. I am also an employee in a rising non-profit called Rediscovering STEM. Our mission is to introduce STEM, especially science to children with disabilities in the hope that they may be interested and find a career in it. We started giving lessons that we made in classes in our school and started spreading our mission to other schools in our district. By being involved in this organization I hope to make an impact on everyone rather than just one specific group of people gaining and helping many people in our community. By taking small but significant steps such as being involved in the Teen Advisory Group in the library, volunteering, and being part of Rediscovering STEM I desire to give and help as much as I can to my community. Despite doing all of this I feel as if it is not enough, I wish to advance my goals further by helping my community, even more, bringing my peer's concerns and issues to the table, and making a change by joining YAC.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

Skills I possess that would make me a strong candidate for the YAC are my ability to communicate well with my peers, work as a team, ability to handle responsibility. I have gained these skills through dance, which has taught me independence. Dance helped me grow into a new person. Through the classes, rehearsals, and performances, I learned how it felt to be responsible for mistakes made in competitions and the weight of being part of a dance team. I learned how to manage and organize my time effectively, communicate comfortably with an adult figure, and work as a team. In addition, being part of the Teen Advisory Group offered me more practice. It taught me leadership skills, and the ability to converse ideas with others, compromise, and work together effectively. I have also previously attended the Youth Leadership Program (Toast Masters International), which taught me important leadership skills such as leading meetings and public speaking.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

I believe teens of this age are low in confidence, feeling more insecure from either body images, academically, or socially. The low level of confidence tears them up from the inside out discouraging many from putting in their best effort and even creating a negative mindset. Teens are so insecure that it is affecting how they act. They start hesitating and giving up together and withdrawing. A combination of toxic relationships, and pressure from parents, friends, and themselves can sometimes intensify the situation making them feel down. I think YAC could address these issues by promoting more representation. Letting teens know that you donâ€™t need to become a software or doctor to succeed but that others go by as well or by allowing for more body positivity. Letting teens know of people they can talk to and promoting the importance of having a safe adult to talk to. By addressing these issues I feel it would be possible to give teenagers security and release the pent-up pressure they put on themselves and others to do well in school and outside of it.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be interning at the Lawerence Hall of Science over the summer on the weekdays and return at 4:30, leaving enough time for YAC meetings. I attend dance classes on the weekends for an hour and volunteer in my spare time at Rediscovering STEM, the library, etc. Therefore, my schedule is flexible over the year for meetings and activities.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would get other teens involved in the community by promoting it at school. We could promote it on social media since many teens actively use apps such as Instagram. On that note, we could ask schools to send emails out to students about events/programs. We could also further the involvement of teens by giving out volunteer hours, involving food, or making it a friendly competition.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Sriharshita Vissapragada Recommendation Letter.pdf

Upload 2nd Letter of Recommendation (optional)

Recommendation Letter.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

To whom it may concern,

I have known Sriharshita Vissapragada for about 8 years as her Traditional Indian Dance (Bharatanatyam) teacher. Over the years, I have gotten to know her well and I would like to recommend her to the Youth Advisory Committee.

Sriharshita is a dedicated and attentive student often ‘second guessing’ a request before I ask. She proves to be an invaluable asset to our school each year. She is a prompt, kind, responsible, and helpful person to both me and her classmates. She has taken on the tough duty to lead students at performances in my absence. In this capacity, she demonstrated great dance community involvement and leadership qualities by not only assisting me but by organizing the younger kids, providing guidance, and constructive feedback. Sharing advice (even a video) with peers is a rare quality but she understands the dynamics of nurturing individuals to elevate the expertise of the entire school. As such, she works and communicates well with our school’s parents and students. Sriharshita effectively works within a dance team and enthusiastically collaborates with her peers. Her ability to persevere and work towards her goals is very admirable. In class and performances, I can count on her to do her very best. She will definitely be a great addition to your committee. Her ability to work with others, persevere and mature leadership skills will surely benefit the Youth Advisory Committee. Please contact me if you have any questions.

Swetha Dixit
Artistic Director
Kalaikoil
[redacted]
Dublin, CA 94568
[redacted]

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 20, 2023

Members of the Admissions Committee,

I am pleased to recommend Sriharshita Vissapragada for a position on the Youth Advisory Committee. Sriharshita is currently a student in my Honors Chemistry class at Dublin High School.

Sriharshita is an outstanding student. As a student, she consistently produces high-quality work and exhibits exemplary organizational and time management skills that allow her to manage a challenging academic workload successfully. In class, Sriharshita is engaged during class discussions and asks informed and thoughtful questions. She works well with a variety of diverse individuals and takes a leadership role during group work. Her leadership style is encouraging and collaborative, and she exhibits tact and understanding in difficult situations. While initially appearing reserved, Sriharshita has a warm and friendly personality.

Sriharshita will make a great addition to the Youth Leadership Committee. Her intellectual curiosity, maturity, and focus will be valuable assets. Please feel free to contact me if you have any questions.

Sincerely,

Tracy Parker, Ph.D.
Teacher, Honors Chemistry and Principles of Biomedical Science
Dublin High School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5820

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Emma

Last Name*

Wang

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11th

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I was in 8th grade where we had an assignment to plan a project that would impact our community. At first, I was enthusiastic, I got to create something that will impact masses of people. People will go by in the street and say, â€œHey, thatâ€™s Emma she didâ€¦and it changed my life.â€ Then I pondered the word community, what was my community? Okay, I was a first generation Asian American, okay, I was musically inclined and I get along with people my age, but thatâ€™s such a large group, so I thought smaller, the community of Dublin? Did Dublin ever have a community? I knew the small community of Positano, my neighbors had a dog that would bark every night, but what even was the community of Dublin? Was it people I went to school with, no, thatâ€™s too small. Iâ€™ve had this question in my mind for the longest time. To this day, I have a feeling a lot of people are unclear about what the â€œDublin communityâ€ is. I wish to join the YAC because I want to define the Dublin Community for everyone. I want to encourage change by teens for their community, and I want them to be able to say that they care and understand what the Dublin community means.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What skills do you possess that would make you a strong candidate for the YAC?*

I am resilient, independent and persistent, if I want something done, I will get it done, no matter how long it takes. Of course, I will find a time efficient way to achieve a goal, however, given my experience playing an instrument for more than 10 years and taking tests to assess my skill, I understand the importance of deadlines and setting small goals in order to reach a desired outcome. I also the understand the importance of interaction with new people and networking, Iâ€™m the secretary of a brand new club at my high school mainly focused on information in the legal career field and weâ€™ve struggled to get participation and our feet on the ground, however after developing entertaining events and opportunities to get in tune with what we do, me and my team members are building a community for people with like minded career interests.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Teens in Dublin currently are in a bubble of elementary, middle and high school experience. They get to school, have a schedule set for them, do a sport, homework or go home. Parents, teachers and peers put so much pressure on getting into university or just finishing high school. Counselors in schools are focusing on students and their academic status while in high school, but no one is teaching these kids how to survive on their own in the workforce, what adulting really is. Itâ€™s also incredibly intimidating to talk about your personal concerns with an adult that you could have differences with or is swayed by a certain path. I know that I want to pursue a career in law, I know I want to go to school in Chicago, but what will I do when I get there? Iâ€™m constantly told that the expectations of university life and earning a living are far removed from the reality of surviving as an independent student or adult, but how, in what way, and what can I do to help myself? I have friends that are looking to study abroad or maybe just attend community college and transfer, but donâ€™t know what happens after. Itâ€™s good to allow your future to happen and to stop trying to fervently control it, however I think that this is a large part of the mental stresses of today, that are beginning to seep into middle school minds. Simply listening to the experiences of people in college and just having a casual conversation like friends is what will allow people to loosen up. It was certainly effective for me, even just talking about what courses to take in high school. This is why I think a forum of simply a group of diverse college students should be held, where they talk about their everyday life in high school, what they want to do in the future, what they look for in searching for a job, etc. would be incredibly helpful. This or an email/phone line, for teens who just want to tap in and talk about their anxieties for the future.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I have previously mentioned that I have played an instrument for ten years however for my 11th year I will mostly just be playing competitively. I did ran track my first year of high school and this year I am doing swimming, however I donâ€™t think times will overlap with YAC. I am doing a tutoring program right now, but I am in candidacy to lead next year so I will be able to arrange times best suited. I am part of a volunteering program also and I have a dedicated goal of hours each year however I can think of many ways to help efficiently. I am secretary of the Pre Law Society at my school however itâ€™s mostly on the weekdays.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Social media is the most obvious answer to mass engagement, however, I believe in person promotion is one of the more effective ways to get engagement. Using social media is a great way to reach masses of individuals and gain an audience, however I also know that itâ€™s easy for someone to scroll past a post, even if itâ€™s eye catching, if someoneâ€™s distracted by other situations in their life, itâ€™s easy to put off a post to the side and just think they have better things to do. What I think could promote involvement is presenting fun activities in places that are actively brimming with teens in the theme of the following community event, having people actively see the significance of the activity, instead of just talking about it in an instagram post.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have not.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

Emma Wang Letter of Rec.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ● 925-833-3300 ● FAX 925-833-3322

March 23, 2023

Dear Selection Committee,

It is with great pleasure that I recommend Emma Wang for consideration to join Dublin's Youth Advisory Council. I have the honor of teaching Emma during her sophomore year at Dublin High School as her English teacher. During this time, I have witnessed Emma's dedication to academic excellence, her extra curricular activities, and helping her peers in the classroom.

Emma is a hardworking student who does not let other students or difficult situations distract her or prevent her from achieving her goals. She is an incredibly driven individual and does not shy away from asking for help when necessary. Emma shows empathy for others in collaborative work; her willingness to step up as a leader, and at the same time, her willingness to let others lead is readily apparent in class. Emma is also an active member of her community and is in a leadership role for a group that tutors children from Taiwan, volunteers for an organization called Tzu-Chi, is the secretary for the DHS Pre-Law Society, competitively plays the violin, and is on the SRVA swim team.

It is with great confidence that I recommend Emma to Dublin's Youth Advisory Council. From my time spent with Emma, I learned that she is determined and engaged in her own learning and goals. In this light, Emma shows a tremendous amount of initiative and personal drive to succeed. She is self-driven and motivated to meet her goals and I believe this is a quality that will serve her well as a member of the Youth Advisory Council. If you have any questions, please feel free to contact me via email at [redacted]

Sincerely,

Faith Dionida, Ph.D.
English Department Chair & English Teacher
Dublin High School

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5796

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Caitlyn

Last Name*

Wong

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Being a native citizen of Dublin for my entire life, I want to become a member of the City of Dublin Youth Advisory Committee because I am enthusiastic and interested about the opportunity to represent the city's youth. Over the years, I have seen the transformation and the evolution of the city and believe that my presence would be of great value. With my familiarization of Dublin's community, I am passionate about sharing my thoughts and providing honest opinions on youth services and assisting with youth activities. Being a part of the Youth Advisory Council (YAC) would be a great opportunity to align my values with a committee that values teamwork.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I have a wide range of skills, from being analytical to being a good listener. I have strong interpersonal and communication skills, and I'm open to hearing new ideas. Additionally, I have a tendency to be curious and to ask questions, which enables me to be quite observant. Furthermore, I am able to contribute ideas, offer feedback, and be honest. I am able to act professional and with maturity. I am confident I would thrive in this position because of my past experiences with volunteering. Having the pleasure of volunteering at middle school dances and assisting children at summer camp, Iâ€™ve developed skills such as teamwork and communicating with other volunteers. I was able to be in a leadership role while volunteering at the summer camp, which equipped me with the relevant and important skills you are seeking. Lastly, being a member of the YAC is a fantastic way to help me take the skills I have now and use them to grow and develop.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Teenagers typically have a lot on their minds. Teenagers deal with a variety of issues, including peer and academic pressure, mental health, social media use and others, in my opinion and from my experience attending school here in Dublin. The issue that most intrigues me is unarguably mental health. Teenagers are used to suffering from poor mental health, and the occurrence of depression and anxiety among them has increased. Teenagers now face new and different social issues as a result of technological advancements. Just two examples include issues with body image and cyberbullying. Consumption and addiction to social media can have a negative impact on mental health because it can create a "fear of missing out" and present unrealistic views of other people's lives. Teenagers' mental health may eventually be impacted by pressure in their lives. Pressure to get good grades, a high GPA, or to get enrolled in a college and the feeling of needing to be perfect at everything. By telling teens that they are not alone in these situations, we can help. Organizing activities that can raise awareness of mental health. Teenagers want someone to understand their struggles, so I believe that having people from all walks of life talk about mental health will help. Utilizing social media to connect with teenagers and provide them with resources like websites, hotlines, local services, national helplines, and mental health services.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Dancing is my main recreational activity. I've been a ballet dancer for over a decade and Iâ€™ve done other varieties of dance like contemporary, lyrical and jazz. I'm encouraging myself to get involved in different sports at DHS for the 2023â€“2024 school year, such as the dance team and cheer team. Additionally, I'm hoping to be able to work on a tech crew for DHS's theater productions. I will undoubtedly be able to make time for YAC events and meetings. Furthermore, Iâ€™m able to have time to assist with the implementations of events and youth activities outside of meeting hours. I'm hoping that joining the advisory committee will allow me to add more extracurricular activities to my schedule for the 2023â€“2024 year.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Without a doubt, social media plays a significant role in a teen's life. Their major priorities is social media, and social media marketing is the most effective way to engage other teenagers. Establishing an Instagram account and posting frequently on stories will encourage more people to attend events and get involved in the community. Send emails to every student and ask your committee members to promote them on their own social media accounts. Additionally, we can make posters and display them in public places like schools.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not had the pleasure of attending a YAC or other Dublin Commission or City Council meeting.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

C. Wong Letter of Rec.pdf

Upload 2nd Letter of Recommendation (optional)

C. Wong Letter of Rec CCS Letterhead - Sargent.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

Friday 10 March 2023

To Whom It May Concern:

“Try not to become a man of success, but rather try to become a man of value.”- Albert Einstein. This is the personal motto of a creative, compassionate and conscientious young lady, Miss Caitlyn Wong.

To provide context for this reference, I’ve taught secondary English in the public school system for over 20 years. I had the pleasure of being Caitlyn’s English instructor last year at Cottonwood Creek K-8 School; she has kept in contact with me throughout her freshman year at Dublin High School. It is an honor to recommend Miss Wong for the 2023-2024 City of Dublin Youth Advisory Committee.

As a student in my 8th grade English class, Caitlyn not only demonstrated strong scholastic skills in reading, writing and speaking, but she also had a tremendous talent for being inclusive of her peers and encouraged them to actively participate in the learning processes. She was instrumental in motivating her classmates to support our CCS Book Buddy Program with the Special Education class and the K-3 elementary students. Furthermore, she is self aware and acknowledges when and where she needs to grow based upon her understanding of content and/or choices in the educational setting. She is not afraid to ask questions, advocate for herself, and/or take risks to learn a new skill or understand a different perspective on a topic.

Apart from being competent academically, Caitlyn possesses amazing gifts in both art and dance. For over 10 years, she has been a professionally trained and competitive dancer, specializing in ballet. Additionally, she enjoys and flourishes in all of the fine arts, specifically drawing and photography. These talents were exemplified during numerous class projects. Caitlyn is very humble in her assessment of her natural abilities; yet, exhibits a quiet confidence when showcasing them.

Miss Wong has been recognized for her efforts and abilities at CCS, receiving Honor Roll and Integrity in Action awards for Outstanding Demonstration of Empathy and Growth Mindset. Moreover, she earned a 3.57 GPA her first semester at DHS. For her distinction in the arts, she was selected for a leading role in the 2021 performance of The Nutcracker, from 2016-2022 she won a myriad of local, state, national and international dance competitions/awards, and at the 2021 Alameda County Fair she took 1st Place and Best of Class in the photography contest.

Caitlyn’s motto by Einstein is symbolic of her strong character and desire to contribute to making the world a better place. Thus, I can say unequivocally that Miss Wong epitomizes the purpose of Dublin’s Youth Advisory Committee and would be an outstanding member. If you have further questions, please do not hesitate to contact me.

Sincerely,

Laurie K. Sargent

Laurie K. Sargent
English Teacher

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT

Lorianne R. Ventura, Ed.D.
Principal

COTTONWOOD CREEK SCHOOL

DUBLIN UNIFIED SCHOOL DISTRICT Lorianne R. Ventura, Ed.D., Principal

To Whom it May Concern,

My name is Mrs. Rebecca Teames and I am honored to write this letter recommending Caitlyn Wong for the City of Dublin Youth Advisory Committee.

Caitlyn was a student in my 8th grade US History class during the 2021-2022 school year. During that time I had the privilege of watching Caitlyn's determination and resilience in action. She made great strides in her critical thinking, writing, and public speaking over the course of the year. Her creativity and respect for others made her an indispensable member of our classroom community. Caitlyn left CCS with the skills needed to become an engaged and thoughtful citizen.

Outside of class, Caitlyn demonstrates her well-rounded character in a variety of ways. As a CCS student she was active in the campus Rainbow Alliance club. She is a talented dancer who participates in her ballet school's many performances. Additionally, she has taken the initiative to come back to CCS to volunteer during school dances.

Over the past two years I have had the privilege of getting to know Caitlyn not only as a student but as a person. She is extremely empathetic and cares deeply about her friends and those around her. She is naturally altruistic and drawn toward social justice. Her open-minded nature and respect for others lend themselves to a talent for positive leadership.

I have no doubt that Caitlyn will be a positive and thoughtful asset to the Youth Advisory Council and help our Dublin community thrive. I recommend her without reservation and am happy to provide any additional insight at your request.

Sincerely,



Mrs. Rebecca Teames

8th Grade US History Teacher
Humanities Lead
Drama Director
Cottonwood Creek School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5849

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Daniel

Last Name*

Wu

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

9

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Like most in the Bay Area, Iâ€™m the child of first generation immigrant parents, who worked extremely hard to move here. Hearing their experiences has always humbled me, from intelligence to perseverance, my parents did not have even the close to the opportunities as I do. Theyâ€™ve come from poor villages in China, with not even a suitable nutritional diet, working their way up to afford a place in America, facing discrimination in the US, all alone. So perhaps out of guilt, Iâ€™ve always tried my best in any subject and to help others who donâ€™t share the same privileges that I do. Because there have been so many times where people who deserve it simply canâ€™t achieve their goals because of financial restraints or family issues, and it isnâ€™t fair. I think that as part of the current generation, who will one day have to lead, we all have an obligation to better ourselves and each other to address issues that we face together. Naturally, volunteering has helped me to open my perspective to the different aspects of our community, as well as beyond. From distributing COVID supplies during the height of the pandemic, working at soup kitchens, playing piano for our seniors, and tutoring kids, each of these experiences all are unique in their own way. We have such an amazing city and so many hard working people, yet issues still remain. Infrastructure in less privileged areas and mental health issues are only one of the many countless problems. By joining the YAC, I would be able to maximize the amount of service I do for our community, giving back to the people who work so hard to provide for everyone. We all have our part to play, and I am ready to accept it.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

Leadership - This year, I was elected as the California Junior Scholarship Secretary at Fallon Middle School. Looking back, Iâ€™m proud of what we accomplished. Still recovering from the pandemic, Fallon was still not as active as it had been in previous years. Many students struggled academically from the transition, thus our implementation of the CJSF mentor program. Myself and other board members coordinated with school counselors to create a tutoring system with group sessions or one with a mentor both in school and after school. Weâ€™ve also held fundraisers including our Panda Express Fundraiser and the Handwarmer Fundraiser which have allowed students to become involved to support our community and support aid organizations. We also raised over $1500 for the Alameda County Food Bank. My leadership role, shown on campus, would prove valuable to the YAC. Community Minded - I have been part of the Global Leadership Initiatives For Youth (GLIFY) for two years, which is a nonprofit organization in the East Bay of Northern California. We collaborate with multiple organizations locally, in which Iâ€™ve been able to volunteer regularly by packing food at Kids Against Hunger, organizing medical supplies at Medshare (unfortunately their West Coast chain shut down), growing food for Open Heart Kitchen at Fertile Groundworks, assisting at the Alameda County Fair, and playing piano for the piano for the Reutlinger Senior Center. This year, I became the Project Leader of GLIFYâ€™s Speech and Debate Program, which provides affordable Public Forum Debate training to kids locally. The program is seasonal and has given me the opportunity to hold a guiding role to help others find their voice. As someone both with a perspective of contributing and mentoring our community, my experience validates me for a candidate. Communication/Public Speaking - The ability to communicate effectively is extremely important in all aspects of life, including the YAC. As both part of Fallonâ€™s competitive Debate Team and Public Forum Debater, the value of public speaking has become especially apparent to me in competitions. Yet through the championships and awards, Iâ€™ve always appreciated the use of rhetoric in regular aspects of life. Public Forum Debate itself is a two person format, and clear communication has allowed me to create connections with peers and pursue opportunities in interviews and future work. I believe that these skills could help the YAC in similar fashions. Teamwork - An orchestra requires that each individual executes their part in accordance with another. My experience with Fallonâ€™s Advanced String Orchestra has certainly brought this perspective to me. Working with different sections and interweaving melodies has not only required musical ability, but teamwork as well. Following a conductor, a leader, is important to creating a well functioning team, in which I believe that YAC follows a similar practice. Hence, my teamwork skills would be valuable in working with other members of the committee to achieve its goals. Diligent - A large part of my life has been spent besides my piano. While perhaps not particularly unique, the countless hours that I have spent practicing for almost seven years is certainly a form of consistency. Ultimately, hard work pays off eventually, in this case in the form of an invitation to MTACâ€™s Los Angeles Convention last year. Regardless of how bitter, Iâ€™ve started to appreciate the practice that goes into work, not just my own. I believe that diligence is key to striving for long term goals and members of the YAC with this would benefit Dublinâ€™s own goals.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

It's no surprise that the pandemic affected the entire nation from supply chain issues to distance learning. But something that's often overlooked is the effect of it on our current generation. Like most, students face intense pressure from maintaining academic performance to pursuing extracurriculars, this stress exacerbated by COVID. Unfortunately, many donâ€™t seem to recognize it as an actual issue, even kids at school making jokes about stereotypical and racial differences in students. All of this can be extremely demotivating to students and even harmful. I know friends who have hurt themselves from the stress, not just from sleep but sometimes self inflicted harm. I myself have experienced a burden on my mental health and plenty of others have faced far worse. It truly does hurt me when unspoken issues are simply ignored, which is something I hope to change if accepted into the YAC. I believe that possible solutions could involve counseling programs available to those in need, across the entire community. Though the main solvency, in my opinion, must occur through education. Hosting seminars on mental health and promoting awareness is the only way to address the root of the problem. I recently attended a Youth Mental Health Seminar by Dr. Xie explored the stress our current teens feel, and it really opened my perspective on how we can learn to balance expectations. I know the YAC itself hosts similar programs, and this is an issue I would be passionate to support.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Next year, I anticipate continuing my piano studies with the Music Teachers Association of California and the American College Of Musicians. Once a freshman, I will have a lot more opportunities, since many are limited to high school, to play for the Young Artists Panel and enter the Preparatory Levels of the National Guild. I also plan on pursuing debate, joining the Dublin High School Speech and Debate Team and have already been accepted into Potomac Debateâ€™s Varsity Public Forum team. Obviously, I hope to volunteer more often, with the YAC possibly, but will continue regardless with GLIFY and tutoring kids over the summer and breaks. I also intend on joining CSF in high school, building off of my previous experience. Other than that, and a few classes with languages and computer science, my schedule is pretty flexible. I have good time management skills and donâ€™t often procrastinate. If accepted, I would work my absolute hardest to help the YAC and our community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

In order for other teens to become involved, communication must reach them directly. The reality is that a lot of teens do want to support our city, it's just that many donâ€™t know where to find opportunities. There are a couple ways that I believe this could happen. Firstly is through social media platforms. Our entire generation is digitized, creating a strong online base would be key to sending information and spreading awareness for projects about our community. Implementing a public relations committee dedicated to advertisements might increase the scope, especially since specialized members most likely have avenues of communications. Another way would be through enticement, perhaps through a well known figure or a fun activity to draw teens in. Splatter is a good example. Large activities with many games attract large audiences, which provide opportunities to spread advertisements and events to support the Community. Last year, I actually worked with Black Dragon Shotokan Karate Club at Splatter to distribute food locally to those in need, which I discovered through Splatter. The most effective way that we could get teens involved, I believe, is through establishing connections. The most obvious would be through school or outside clubs that include students, and therefore their members to be involved as well. This works especially well with social media, as many of these clubs have their own platforms of communication. At school, through CJSF, we were able to establish a lot of connections through different clubs such as Orchestra, Band, Hip-Hop team, and PEAC, as many of us were involved in multiple areas. There is also collaboration with other volunteer organizations. Through this, opportunities become much more accessible to teens who are looking for areas to volunteer. In GLIFY, we have connections with many organizations, allowing easy avenues to volunteering.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

n/a

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

YAC_Recommendation_Letter_1 _-_Daniel.pdf

Upload 2nd Letter of Recommendation (optional)

YAC_Recommendation_Letter_2 _-_Daniel.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Eleanor Murray Fallon Middle School

March 16, 2023

Dear Selections Committee,

It is beyond my great pleasure to recommend Daniel Wu to take part in the Youth Advisory Committee for the City of Dublin. He is one of the most exemplary and devoted students that I have encountered in my teaching career.

I have gotten to know Daniel this year during his time as a student in my 8th grade English class at Fallon Middle School. During that time, I have watched Daniel grow into an outstanding, dedicated, and mature individual who excels in all of his academic and personal pursuits.

As Daniel's teacher, I have witnessed his extraordinary organizational, analytical, and critical thinking skills firsthand. In and out of the classroom, Daniel is helpful, organized, respectful, dedicated, and has a positive attitude towards everything he does. Daniel's final project for our Genius Hour unit was particularly impressive. For it, he researched and created an in-depth, interactive, and very interesting presentation on the theory of the MetaVerse. I was absolutely blown away by Daniel's project. The analysis, connections, and overall idea and execution of Daniel's presentation was truly exceptional. Daniel made a very difficult concept into an interesting, accessible, and eye-opening perspective on a unique topic that left everyone engaged and thinking at the end of it.

Daniel is also a very talented and accomplished musician. He is a member of the Fallon Advanced Orchestra, and has won many awards for his beautiful piano playing including the distinguished Music Teachers Association of California Branch Honors. When Daniel plays, the dedication, precision, and passion that he infuses into his music is felt and very moving. It actually brought tears to my eyes. You can see and feel his passion, drive, and zeal when he plays. This all highlights the dedication, tenacity, and integrity in which Daniel approaches everything he sets out to accomplish.

In my many years of teaching, I have never been more impressed and proud of a student. Outside of his impressive academic and personal resumes, Daniel has a very strong moral compass, as well as impeccable leadership and communication skills. He is a respected leader in the classroom and on Campus. One such example is Daniel's work as a W.E.B (We All Belong) Leader program at Fallon. This is a program that matches new 6th graders with 8th grade mentors in order to help them successfully transition into middle school. As one of the WEB program advisors, I have seen firsthand how impactful, dedicated, and respected Daniel is by the Fallon community. During a time when most students retreated into themselves and the intrinsic nature of our changing world and landscape, Daniel has not. He has excelled and exceeded in this new normal, and taken it as an opportunity to challenge himself to do better, and hold himself accountable and to the highest standards. He takes his music, schoolwork, and responsibilities very seriously, and strives for mastery with an insatiable thirst for knowledge and the laser focus of an Olympic Athlete.

Daniel is a role model and a leader, showing through his words and actions that everyone has a voice and is important. He is well-loved and respected by his peers, as well as all those who have had the pleasure of teaching him. His support lifted and encouraged me, his classmates, and school by being a positive, impactful, and honorable role model to the entire school and community of Dublin, CA.

Daniel would be an outstanding and welcomed addition to the Dublin Youth Advisory Committee. He is an amazing young man, who will definitely make a very positive impact on the world. Please feel free to contact me if you have any questions regarding his character or past academic work.

Sincerely,

Matthew Wakerling
English/PLTW Apps Creator

March 18, 2023
YAC Application Panel
Dublin, CA

Dear Youth Advisory Committee application panel,

It is with great pleasure that I recommend Daniel Wu to be a member of Dublin's Youth Advisory Committee. I first met Daniel as a seventh grader in my English class. Daniel's work was always impeccable, well crafted, and deep. His analysis but also his ability to connect with ideas on a personal level and apply them to real life situations really made him an outstanding student in my English class. Then, Daniel applied for the competitive speech and debate elective class and team that I teach. He is a great leader in this class. I already knew that Daniel was receptive to academic critical feedback to improve his writing and analysis skills but this class also showed me that he was willing to accept and apply critical feedback to his teamwork and leadership skills. I have watched him grow as a leader and teammate in that class. He has already figured out that a leader needs to know when to step up and lead, but also when to step to the side and let others have a voice, or the importance of recognizing when others need support. He has a maturity that vastly surpasses his peers.

The qualities that Daniel possesses that most qualify him for a position on the Dublin Youth Advisory Council are his critical thinking skills, ability to problem solve, and his ease in seeing and understanding multiple perspectives. I firmly believe that Daniel will come up with creative and effective solutions to unite Dublin's kids and teens in pursuit of meaningful and worthwhile goals. Every project he has worked on has been done skillfully and with great care, and I know that he will use those same skills to plan events and activities too. His organization, time management, and ability to work with all kinds of people, and work to support all kinds of peers, make him a great candidate for this council.

Overall, I give my highest recommendation to Daniel Wu for the Dublin Youth Advisory Council. This will be a great opportunity for him to gain some real world experience and see how the skills he practices and exhibits within the classroom can be applied to the larger city and society. Daniel is a changemaker, and I am excited to see what changes he will bring to Dublin. I expect that Daniel will plan for and consider groups and activities that many of his peers would likely exclude in their planning, and Daniel's lens can really help make Dublin a more welcoming and united place for all of our kids.

Sincerely,

Monica Lewis
Teacher at Fallon Middle School
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5705

Date Submitted: 3/18/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Ruoyi

Last Name*

Wu

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

Junior

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Due to the fact that I only moved to Dublin in 2021 in my 8th grade, I often feel like I am missing a lot about the Dublin community. There are so many events and traditions of Dublin that I am currently learning about. I think that becoming a member of the YAC will lead to me becoming more connected with the city of Dublin. I also want to be able to interact with other like minded teenagers and hopefully build new bonds or friendships that way. There are some ideas of potential programs and activities that I think would benefit Dublin and the YAC is the perfect opportunity where I can offer my input.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I have strong collaboration and communication skills that can allow me to work well with the other members of YAC. An instance that can demonstrate those skills is when I was the co-event coordinator and emcee for the Breaking BEARriers Lunar New Year concert celebration hosted at the Dublin Senior Center. During that event, I had to direct and support 10+ volunteers and make sure that the event ran smoothly as well. Since I was a co-coordinator, I sometimes had to compromise on my ideas with my partner in order to make sure that both of us were happy. I am also good at planning my personal schedule and will be able to make sure that I will be free to attend every single YAC meeting and will try my best to be punctual.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

There seems to be an increase of vaping and students viewing that activity as something â€œcoolâ€. Just about a week ago, I saw two girls vaping in front of the sinks in the school bathroom. The YAC could partner up with the TUPE program in order to tackle that issue. Another way is to bring in some guest speakers who could educate them about the dangers of vaping and nicotine addiction. Due to the competitiveness of Dublin High School, many students like my friends and even me are facing the pressure to succeed academically. Many teenagers around me feel burned out and are stressed, often giving up fun social events in order to study. A potential way that the YAC could address this issue is by introducing de-stressing workshops into the school or hosting non-academic events like creative ones.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

I will be volunteering through various organizations and clubs such as CSF, Interact, Kids Against Hunger and Breaking BEARriers, but that will be mainly on the weekends with a few exceptions. As long I know the YAC meeting or activity date and time beforehand, I can make sure to plan around them in order devote time each month.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would utilize the power of social media in order to help get teens involved. Many teenagers get a lot of their information from online and if the YAC makes/uses social media accounts, it would be a great way to help spread the word out about any events and activities. Also, many teenagers are involved in clubs on campus and I can reach out to some of the clubs I am in like California Scholarship Federation, Interact, and Key Club in order to spread awareness through them. On a much smaller scale, I will try to get all of my classmates and friends involved just by talking to them about any events or activities.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

No, I have unfortunately never attended any meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

RW Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (optional)

Choose File | No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

A GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 10, 2023

To Whom It May Concern,

It is with great pleasure that I recommend Ruoyi Wu as a potential recipient for your Youth Advisory Committee. I have had the pleasure of having her in my sophomore year English class for the 22-23 school year at Dublin High School. During her time in my class, Ruoyi's work has been first rate and she has been nothing but a pleasure to have in my class. Ruoyi has impressed me in many ways, whether it be through her dedication to academics, participation in class discussions or her kindness. She has demonstrated unwavering focus and dedication to the tasks at hand. In class, I have also observed her motivation and resourcefulness; two qualities that will make her an excellent leader in her community. Ruoyi is very responsible and hard-working, showing her ability to adapt to any situation, whether it be small-group discussions or for larger-group projects.

Ruoyi's open-minded and kind attitude can also be seen through her various extracurriculars, such as Interact Club and Key Club. She has also been awarded the prestigious silver medal for the French National Contest "Le Grand Concours". With her strong academic and interpersonal skills, Ruoyi is an excellent candidate for the city of Dublin's Youth Advisory Committee. She has been an asset to have in my classroom; I believe she will bring these shining qualities to your program as well.

Respectfully,

Celine Shi - *Dublin High School English Teacher*

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5775

Date Submitted: 3/23/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Phoebe

Last Name*

Yee

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

10th Grade

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

Growing up, I was often timid and never helped voice my opinion on topics I was passionate about. Dublin has an incredible sense of community and it creates an environment that is welcoming to everyone. The Youth Advisory Committee helps give aspiring teens a voice in Dublin's community which is vital to growing a strong and embracing place for everyone. I deeply enjoy doing community projects as well as service to gain a better sense of understanding around myself. Dublin has a rich history of giving back and serving its citizens, which is something I want to attend to. In the past, I shadowed multiple doctors near Tracy during the height of the pandemic. The experience was nothing I had ever experienced before and I learned the importance of communication, as well as teamwork. The fashion in which the nurses and doctors worked to effortlessly service those in need sparked an interest for me to pursue further. Service was also a huge part of my experience in shadowing as I had felt extremely fortunate to be able to help others when some couldn't. I wish to help give teens a voice on important issues that they feel passionate about and additionally create a nurturing environment for all.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I consider dedication and service my greatest strengths. Currently, I am a club officer at Dublin High School. MSF translates to "Doctors without Borders" and it is a worldwide organization that focuses on humanitarian assistance for everyone. As of now, we are planning a joint event with Berkeley MSF that contains speaker panels, interactive events, as well as networking on the UC Berkeley campus. Along with my shadowing, I've strived to give back to others, advertised club meetings and events, as well as gained lifelong experiences with others that have shaped me as a person. I have a knack for problem-solving and analytical problems, as I have placed nationally 3 times in Math Kangaroo competitions. In the future, I want to better apply my critical thinking skills to real-life scenarios. I have also swam for about 7 years on the Junior Gator Swim team. I've made countless memories there and I helped train myself to always look in a positive light. Somedays it was rough, however, I learned to be proud of the fact that I was there and actively trying. During my time swimming, I communicated my struggles as well as my goals with the coaches, striving to improve my communication skills and take initiative. My leadership skills are shown through community service, I have met tons of memorable people whether it was setting up the Dublin Elementary family dance, creating toys for cats at the SPCA, or simply picking up garbage around town. Time management and the ability to work under pressure are also key characteristics of me. Last year, I had planned a fundraiser in 2 weeks that had raised over $1,400 of crayons and children's books that were later repurposed or donated. One of the organizations we donated crayons to was the Crayon Initiative, which repurposes the crayons for children in hospitals. I contacted countless organizations, created advertisements to promote our donation drive, as well as educate others on crayons and books that affected children at a young age. Moreover, I am always more than willing to take up new challenges as I am currently dual enrolling in classes like medical terminology and public health, along with my normal school courses. I enjoy the community aspect of these classes and I have become well acquainted with people that have unique experiences to collaborate and create eloquent projects.

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3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Bullying, especially on social media, has become rampant. I've read multiple articles that highlight the safety of young teens on social media. Many people tend to bully others on social media because they believe that if they're not saying it to them directly, it doesn't hurt them. This is not the case as many young vulnerable children are being put down with harsh comments and more. This is mainly due to how guardians are uneducated about social media, mostly because they had never grown up with it. I believe that the city can help educate parents as well as teens about social media so that they can stay cautious about the dangers but still enjoy the content. We can implement educational units in middle school or elementary classes for the children to comprehend early on about what they post/share online. This can further lead to community talks held at the library for parents that are willing to educate themselves about how social media works, the dangers, and how to address it with their children. I would also like to address the stigma of school and the amount of pressure that many young teens have to be "successful". Especially during college admissions as of now, many kids feel anxious and lost about the right steps to take for their needs. I've seen many students feel anxious about their performance in school, even having to stop continuing their hobbies or miss out on time with their friends to feel that they had done enough. It is extremely easy to get lost in the competitiveness of school, which is why we must support everyone and be proud of what they're doing. We should help eliminate the stigma of asking for help, whether it is from a friend or a trusted adult. In order to do this, I would give an abundant amount of opportunities during class for students to go to the wellness center for example, without feeling ashamed. Sometimes the overwhelming amount of stress can come from families which I why I aim to educate not only students but also their families because often they do not know how to assist properly with care.

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4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently, I am looking for a job in the city that I can pursue for the rest of my high school career. I wish for a part-time position at a daycare or tutoring center to strengthen my ability to work well with children and people in general. Next year I will also continue my officer position for Dublin MSF. My goals for the club next year are to create a strong community-centered environment, collaborate with other MSF college branches, and lead my peers to focus on the importance of service. Furthermore, one of my aspirations for next year is to earn the gold President's Volunteer Service Award by achieving over 100 service hours within a year. My main concentration as of now for next year however is my schoolwork, I plan to take 3 APs as well as continue my dual enrollment. I am more than willing to create time for monthly YAC meetings and activities as I desire to work with my community more on key issues that affect the lives of many. I anticipate bringing my experiences as well as my passion for others to every meeting.

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5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

Teen's brains are constantly developing, interactive learning fairs held at places like Dublin High School or the library could provide them with new views so that they develop high-leveled decision making. Advertising on commonly used apps like social media could help give our events a platform. I have a strong background of video editing as well as graphic design which has lead some of my projects to be successful. Many teens are still figuring out different aspects of their life. Activities like hands-on volunteering at daycares and interactive job fairs can help teens serve our community as well as discover skills that they enjoy doing. I remember attending a women's fair that was held at the high school 3 years ago. It included a general area with specialty booths filled with exciting demonstrations for jobs in the STEM field as well as personalized classrooms where we could learn more about specific jobs. Activities and events like these are crucial to a child's development as well as helping them figure out what they're passionate about. Earlier in the school year, I had helped my sister's club set up for an engineering fair which was hosted for 6th-9th graders. There were also various activities like game design, robotics, coding, and more. My main goal is to plan more events like these for all children and teens to get more involved with our community and see what they love to do. For older individuals, more job fairs and career-centered events are my focal point as well as getting more volunteers interested for our city. From my personal experience, events like the St. Patrick's Day fair as well as Splatter are extremely popular with young teens because there are tons of games and activities to spend quality time with their friends and family. Teenagers love spending time with others and more events like these are enticing to both teens and family. Advertising on social media sites is extremely necessary in order to get the attention of young teens. Emails through school are also useful, proved through the VAPA contest and now the Dublin High Pride poster contest. A specialized website with a calendar that shows events that are coming up can quickly claim the attention span of others. Navigating through a non eye-catching website can bore teens quickly as we want to focus on grabbing their attention span for as long as possible.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I viewed the March 7th regular council meeting. One of the topics mentioned was the proclamation for the American Red Cross month. The meeting was extremely fascinating and I was deeply invested in the time as well as the passion each council member had for our city. The Red Cross Organization is one that I deeply want to work with in the future and I admire the aid that they've helped provide to people across the world. Even though the proclamation was brief compared to other topics in the meeting, I was inspired by the organization as well as our wonderful city council to be fortunate for what I have and to always try my best, no matter what.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

phoebe.pdf

Upload 2nd Letter of Recommendation (optional)

Phoebe Yee LOR.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

Michelle Reimer
Dublin High School
8151 Village Parkway
Dublin, CA 94568
[redacted]

March 22nd, 2023

Youth Advisory Committee
Dublin City Hall
100 Civic Plaza
Dublin, CA 94568

To Whom It May Concern,

I am happy to strongly and readily recommend Phoebe Yee for the Dublin Youth Advisory Committee.

My name is Michelle Reimer and I am Phoebe's freshman English teacher this semester. I have loved working with Phoebe for the past several months and I have seen her consistently demonstrate many personal qualities that make her a great candidate for Dublin's Youth Advisory Committee.

Phoebe is not only an excellent, responsible, and dedicated student, but she is also a lovely person and an integral member of my sixth period class. Phoebe persistently has a great work ethic and is one of my most diligent students across all of my classes. Her work is always very high quality and she clearly puts time and dedication into her studies.

In addition to her academic strengths, Phoebe also repeatedly demonstrates kindness, responsibility, and a keen ability to work well with others. Phoebe and her classmates have become a tightly knit group in my class, encouraging and supporting one another while also pushing one another to succeed. I have no doubt that Phoebe's presence in my sixth period plays a large role in creating such a positive classroom environment for her peers and for myself.

I am confident that Phoebe would be an excellent fit for Dublin's Youth Advisory Committee. Please feel free to email me if you have any further questions about this wonderful applicant.

Sincerely,

Michelle Reimer

Michelle Reimer
English Teacher
Dublin High School

FOOTHILL COLLEGE

March 5, 2022

To Whom it May Concern,

I am happy to recommend Phoebe Yee for Dublin's Youth Advisory Council. Phoebe is currently in my Introduction to Public Health Course at Foothill College. From the outset of the course, it was clear that Phoebe was bright and studious. These traits have become more obvious as she continues to excel in the course. I believe she will be highly successful in the future—and a fantastic addition to your council.

Phoebe completes her classwork with remarkable efficiency and ease, demonstrating an exceptionally strong work ethic. Learning new concepts related to public health often requires students to dedicate a large amount of time outside of class. Phoebe has been able to do this as a high school freshman, maintaining a 4.13 GPA. This is a remarkable feat, especially since the class is largely graduate students preparing to earn a master's in public health.

Phoebe clearly has the ability and drive to balance her life, while striving to gain knowledge and help others in her community. Phoebe is a remarkable student and I recommend her without hesitation to the Dublin Youth Council.

Please reach out to me if you have any questions.

Sincerely,



Dr. Sally Baldwin
Professor, Biological and Health Sciences Division
Foothill Community College, Los Altos Hills, CA
[redacted]

Print

Youth Advisory Committee Application 2023-2024 term - Submission #5862

Date Submitted: 3/24/2023

The City of Dublin is looking for enthusiastic middle and high school students who live in Dublin to serve on the City's Youth Advisory Committee (YAC) for the 2023-2024 term, which runs from June 1, 2023 to May 31, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

Must be a Dublin resident, enrolled in middle, junior, or high school during the 2023-24 school year-- YAC Information Letter

Application

This online application is the only available application. Use this online form to submit responses and to upload recommendations.

Letter of Recommendation

Your application must include at least one letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.) and must be signed. The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online form. Application submittals must include the following items:

1. -- Completed Application Form-- At least one Letter of Recommendation

Questions

Please direct questions to Liz Eilliott, Recreation Supervisor, at 925-833-6645 or email

---

First Name*

Anjali

Last Name*

Zalani

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What school will you attend in the 2023-2024 school year?*

Dublin High School

What grade will you be in during the 2023-2024 school year?*

11

1. Why do you want to become a member of the City of Dublin Youth Advisory Committee (YAC)?*

I want to become a member of the Youth Advisory Committee because I see students stressed about school, worries about their grades, and struggling under peer pressure and I want to make a change. The YAC seemed to be the best way to improve school life overall and give students the support they need.

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2. What skills do you possess that would make you a strong candidate for the YAC?*

I posses skills in helping people be involved. I can bring people into a conversation and make them feel welcome. I also am a very good mediator and facilitator but can take the role of a leader.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What do you believe are issues teens in Dublin are currently dealing with, and how do you think YAC could address these issues?*

Currently teens are stressed and are under peer pressure. I want to change that. I believe YAC could have activities where students can get help from teachers or other peers to help them with school. There could also be an activity where they meet mentors, or other older teens to get advice from them.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to devote time each month for YAC meetings and activities?*

Currently I take two extracurricular, piano and tennis, and plan to start art again next school year. I also am apart of a few school clubs such as Chess. I will make time for YAC meetings each month since I am invested in it and can drop a club if need be. I am flexible with times and am good at time management.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. How would you get other teens involved in the community, teen events, and City-sponsored activities?*

I would spread the word about the activities through word of mouth and social media. I would encourage students to support their city and show them the benefits they get. Iâ€™ll help them meet new people and make connections which will encourage them to come again.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?*

I have not attended one.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

7. Provide at least one signed letter of recommendation from a non-family member (i.e. employer, counselor, teacher, coach, etc.). The letter of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

8. A formal interview process for selected applicants may take place.

Upload Letter of Recommendation (required).*

New Document.pdf

Upload 2nd Letter of Recommendation (optional)

Youth Advisory Committee - Anjali Zalani .docx

Application materials must be submitted via this online application form. The application deadline is 5:00 p.m. on Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 20, 2023

To Whom It May Concern:

It is my pleasure to have known Anjali Zalani and have them as part of my coaching team for the Wells Middle School Chess Program for months now. I am certain that they will make an excellent addition to the Youth Advisory Committee for the upcoming term.

To be a coach for a program that is constantly growing and adapting to the skills and requests of their students is difficult. However, during their time coaching for this program, they have proven that they did not shy away from the challenge. Despite starting a few months into the program, Anjali was able to pick up on the routine of the club and expectations for coaches quickly. They are one of my most hardworking coaches as they are always helping organize club activities and completing lesson plans that go above and beyond what I asked of them before the deadline. Anjali has high expectations for themselves and would not disappoint as a member of the Youth Advisory Council.

Anjali has been able to adapt to the requests of her students and provide them with fun and engaging lesson plans every week. They have shown an incredible set of leadership skills when teaching their group of students and when having to help organize events like in-club parties and tournaments. Because the 2022-23 year has been our club's second year running, we are always trying to improve the club so we can provide the best program possible to young chess students. Anjali is always ready to help brainstorm and execute plans to expand the program.

Anjali is someone I can count on and I am confident that they will make a valuable contribution to the Youth Advisory Committee. If you have any questions or would like to discuss Anjali's achievements in further detail, please don't hesitate to contact me at [redacted]

Sincerely,
Disha Seth
Founder and Lead of the Wells Middle School Chess Club

Richard Hernandez
[redacted]

23rd March 2023

You Advisory Committee
Dublin, CA

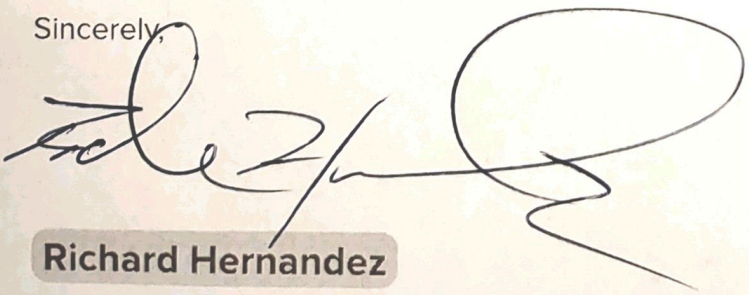
To Whom it May Concern,

I have had Anjali (A.J.) Zalani as a student in my World History class at Dublin High School since August of 2022. In this college prep class we spend a great deal of time reading, thinking, and discussing how the forces of history affect individuals and shape societies. We read and analyze primary documents as well as work in collaborative teams to share and interpret knowledge. I have witnessed AJ master these skills throughout the course of the school year. She volunteers in class and comes prepared for the challenges in my class. That is why I am enthusiastically recommending her for Dublin's Youth Advisory Committee.

A.J. has been an exceptional student to work with this year. She volunteers in class when no one else might be willing to step forward. She offers her opinion on concepts, sources and shares her ideas when the majority of her class is too afraid to stand out. I admire her effort and work ethic. I know that I can count on A.J. to work with any of her peers without reservation. I can count on top quality thought in her work, which is becoming exceedingly rare. She does not go through the motions of the classroom, she is involved.

For all of those wonderful reasons I whole heartily believe that A.J. will be an incredible leader and member of the Dublin's Youth Advisory Committee. If you have any questions please contact me at hernandezrichard@dublinusd.org.

Sincerely,



Richard Hernandez

Print

Student Representative to the Parks and Community Services Commission 2023-2024 Term - Submission #5801

Date Submitted: 3/24/2023

The City of Dublin is looking for a motivated high school student, in junior or senior standing and living in Dublin, to serve as the Student Representative on the City's Parks and Community Services Commission) for the 2023-2024 term, which runs from July 1, 2023, to June 30, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

1. -- Dublin Resident-- Enrolled as either a Junior or Senior in high school during the 2023-24 school year-- Student Representative Information Letter

Letter of Recommendation

Your application must include two (2) letters of recommendation from non-family members (i.e., employer, counselor, teacher, coach, etc.) and must be signed. The letters of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online application form. Application submittals must include the following items:

1. -- Completed Application Form
2. -- At least two (2) Letters of Recommendation

Questions

Please direct questions to Liz Elliott, Recreation Supervisor, at (925) 556-4500 or email

---

First Name*

Esha

Last Name*

Shenoy

Street Address*

[redacted]

City* | **State*** | **Zip***

Dublin | California | 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What high school are you currently attending?*

Dublin High School

What high school will you be attending in the 2023-2024 school year?*

Dublin High School

What grade (Junior or Senior only) will you be during the 2023-2024 school year?*

Junior

1. Why are you interested in serving on the Parks and Community Services Commission?*

I am interested in the Parks and Community Services Commission as I want to give back to my community as much as possible as the positive Dublin community has shaped me into who I am today. I have seen, through my experiences as a member and Vice Chair of the Youth Advisory Council, that the Commission partakes and hosts in multiple city-related activities and is a large, unrecognized part of Dublin residentsâ€™ lives. Having spent the latter part of my childhood in Dublin, I have been able to integrate myself more with my society by volunteering at events like the Harvest Fair and hanging out at the Farmerâ€™s Market with my friend. As the Dublin community has given me multiple memorable experiences, I hope to be part of the commission to fulfill my civic duty to my community by giving back and making a positive and beneficial impact on the town as well as the people.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What is the most important contribution you can make to the Commission?*

The most important contribution I can make to the Commission would be bringing a studentâ€™s, a teenagerâ€™s view. By being the only student on the commission, I would represent my fellow peers as well as Dublinâ€™s youth and give them a voice in our government. I hope that, by being part of the commission, I can educate my peers about our government, which I have seen is not very well known by the youth of Dublin. By interacting with those on the commission as well as my peers, I would be able to help communicate the ideas between generations much more clearly, allowing the ideas produced by the commission to become more impactful and beneficial to all Dublin residents.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What knowledge do you have of the parks and recreational facilities in Dublin?*

From the six years I have been a Dublin Resident, I have learned that the parks and recreational facilities are much more widespread than the common beliefs of maintaining the parks; such as managing programs at the Wave as well as planning the Farmerâ€™s Market every year. Through attending and volunteering at the TriValley Teen Job Fair for the past two years, I have learned that parks and recreational facilities are also in charge of the youth summer programs.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What knowledge do you have of the programs offered through the Parks and Community Services Department? Have you ever participated in a program (such as J.A.W.S., Dublin L.E.A.D., J.L.P., Youth Advisory Committee - YAC) or class offered by the Parks and Community Services Department? *

The majority of my knowledge of the programs offered through the Parks and Community Services department comes from my experience being a Youth Advisory Committee member for the 2021-2022 and 2022-2023 terms. I know that the department hosts and volunteers at multiple events, some of which I have volunteered at like the Harvest Fair. I moved to Dublin when I was around 11 and I did not partake in any summer programs, but my brother has and from what I have seen, the departmentâ€™s programs are executed very well.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. What school and/or extracurricular activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to regularly attend the monthly meetings?*

Currently I am the Outreach Manager for Orchestra, DHS Girls Who Code, Gael Build Club and Vice President of the All Booked Club. My positions in these clubs mainly revolve around graphic design and communication with other members meaning my weekly time commitment is manageable. I am also a part of the Gael Force Robotics Competition Team as a regular member. Piano and violin are other extracurricular events that I engage in. I have learned that through my strong time management skills, I was able to manage these extracurriculars as well as being Vice Chair of YAC for the 2022-2023 term and plan on giving the same devotion as the Parks and Community Services Commission Student Representative.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?

I have attended all the YAC meetings for the 2021-2022 and the 2022-2023 term as a committee member where we mainly talked about the events we were hosting such as the Mental Health Forum, the Youth Hack-a-thon, and the Youth Benefit Concert. We also talked about volunteering at events like the Tri-Valley Youth Job Fair, the St. Patrickâ€™s Day Festival, the Spring Eggstravaganza, and the Harvest Fair. I was also on the ad hoc committees for the Youth Hackathon and Youth Benefit Concert both years. Overall, I was interested in how I would be able to give back to my community through volunteering and how I would make these events possible.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Provide at least two (2) Letters of Recommendation from non-family members (i.e. employer, counselor, teacher, coach, etc.). The Letters of Recommendation must be signed. You can upload your Letters of Recommendation using the file upload link below.

Upload 1st Letter of Recommendation (required)

Esha Shenoy.pdf

Upload 2nd Letter of Recommendation (required)

Esha Shenoy Letter of Rec.pdf

Upload 3rd Letter of Recommendation (optional)

Shenoy_LOR.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 PM, Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

March 24, 2023

To Whom it May Concern,

My name is Valerie Jacob-Bohart and I have been a French teacher at Dublin High School (Ca) since August 2000. I am writing to you regarding Esha Shenoy who was is my student for level 2 and 3 and currently in Level 4 Honors.

It is with great pleasure that I am writing this character letter. While some may fill their letters listing students' particular accomplishments, I prefer to write about their character and their journey as a person while in my care. I did browse her list of accomplishments which I am sure will leave you as breathless as it did me. But when I think about Esha, I think of a person who has solid core values, is filled with love, kindness, compassion, and empathy. Esha is an altruist who knows her values and stands strong with them. And that little twinkle in her eyes she has, it is something that makes me smile every time I see her.

Meeting people like Esha - mindful, generous, curious, open to growth - is not only an honor for me but it brings me hope. Hope for a future filled with givers like her who are doing things for the greater good instead of personal gain.

I am excited about what awaits in the future for Esha. But for now, I enjoy seeing her appreciate the present experience and see her live purposefully. Ultimately, that is the kind of person any school, institution, workplace and, most importantly a friend or family wants around.

Best,

Valerie Jacob-Bohart

DUBLIN HIGH SCHOOL

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8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

To whom it may concern,

It is my pleasure to recommend Esha Shenoy for the Dublin Youth Advisory Council. I have worked closely with Esha since August of 2020 where she has served as a member of the DHS Orchestra program.

Esha is one of the most dedicated members of the DHS Orchestra program. I first discovered Esha's talent and dedication to music when she was a freshman during the virtual learning year. Esha participated actively in class, practicing her instrument, keeping her camera on, and answering questions when asked.

As a sophomore, Esha worked very hard in Orchestra and built strong friendships with those around her. She continued to practice her instrument and arrive prepared in every rehearsal. She participated in bondings and outside music programs. At the end of the year, she toured Ireland with the DHS Orchestra and represented the school exceptionally well. On this trip, I got to know her better, and it became apparent that she is a very positive and reliable person, as well as a great friend.

This year, Esha has served on the leadership board for the Philharmonic Orchestra. She is present at every weekly meeting, and her participation is very strong. Esha's leadership is focused on improving both the community and musicianship aspects of the Orchestra. She speaks honestly but respectfully about the progress of the class, and her ideas have been transformative in continuing to build the Orchestra program.

In conclusion, Esha's participation in Orchestra – particularly on the leadership board – has shown me that she would be a great choice for the Dublin Youth Advisory Council. For these reasons, I strongly recommend that you accept her.

Sincerely,

Elliot Polot
Director of Orchestras
Dublin High School

Print

Student Representative to the Parks and Community Services Commission 2023-2024 Term - Submission #5770

Date Submitted: 3/23/2023

The City of Dublin is looking for a motivated high school student, in junior or senior standing and living in Dublin, to serve as the Student Representative on the City's Parks and Community Services Commission) for the 2023-2024 term, which runs from July 1, 2023, to June 30, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

1. -- Dublin Resident-- Enrolled as either a Junior or Senior in high school during the 2023-24 school year-- Student Representative Information Letter

Letter of Recommendation

Your application must include two (2) letters of recommendation from non-family members (i.e., employer, counselor, teacher, coach, etc.) and must be signed. The letters of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online application form. Application submittals must include the following items:

1. -- Completed Application Form
2. -- At least two (2) Letters of Recommendation

Questions

Please direct questions to Liz Elliott, Recreation Supervisor, at (925) 556-4500 or email

---

First Name*

Arya

Last Name*

Ferozy

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What high school are you currently attending?*

Dublin High School

What high school will you be attending in the 2023-2024 school year?*

Senior

What grade (Junior or Senior only) will you be during the 2023-2024 school year?*

Senior

1. Why are you interested in serving on the Parks and Community Services Commission?*

I am interested in serving on the Parks and Community Services Commission as I hold several viewpoints on leisure which youth within Dublin, as well as adults, resonate with. The lack of significant entertainment within the city of Dublin is something that must be addressed and I feel that a higher level of investment in these programs would definitely cause beneficial change towards both the city and the people. Considering what I have brought up in the past regarding leisure, such as what I have mentioned to the Youth Advisory Committee in terms of there being a lack of investment in significant leisure activities to all within Dublin and what I have earlier mentioned in this application about the same topic, I believe that my voice would be one to represent all of the Dublin youth on this critical problem. I believe that my academic record and my current experience in leadership have provided me with the knowledge necessary to deduce solutions which would serve this commission well.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What is the most important contribution you can make to the Commission?*

The most important contribution to this Commission that I can make is providing input on problems within the cityâ€™s recreational and general facilities as well as promoting community involvement of teen youth. As a teenager myself, I will be able to form connections and bonds to the youth of the city, ultimately allowing me to successfully promote participation in recreational activities which this commission may advise. As a staff writer for the Dublin Shield, I can publicize community events and promote community involvement in the city of Dublin. This is something that would only be strengthened by my position on the Commission, as I would also be able to bring to light the issues described by the youth and adults of Dublin such as lack of significant entertainment like I had mentioned earlier. I ultimately believe that my input on essential city issues regarding general happiness of residents and my ability to involve the young community in voluntary work within our city makes me a strong candidate for the Commission.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What knowledge do you have of the parks and recreational facilities in Dublin?*

I am aware of certain community events which take place often within Dublin, such as Dublin Splatter. I have participated in such events and have taken an active role in bettering my community, something that I believe every Dublin resident should stand for. I am aware of how this commission advises the parks and recreational facilities in Dublin, and considering my stance on how Dublin should become more entertainment oriented for the benefit of itself and its citizens, I believe that I would be a significant addition as a representative of Dublinâ€™s youth which resonates with me on this issue.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What knowledge do you have of the programs offered through the Parks and Community Services Department? Have you ever participated in a program (such as J.A.W.S., Dublin L.E.A.D., J.L.P., Youth Advisory Committee - YAC) or class offered by the Parks and Community Services Department? *

I have managed to become aware of several programs, such as ones focused around the heritage of Dublin, cultural involvement, and ones encouraging a generally beneficial lifestyle. I believe that preservation and remembrance of the cityâ€™s cultural heritage is imperative in addition to the importance of acceptance of people from all walks of life. I have been made aware of several recreational activities within Dublin. Like I mentioned before, I have participated in previous recreational activities which may be connected to the programs which the commission may have supported, such as Splatter. I am actively doing my best to participate in programs like the Youth Advisory Committee to bring important issues to light.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. What school and/or extracurricular activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to regularly attend the monthly meetings?*

I am currently a member of several clubs in Dublin High School, serving as a member for the Two Birds club which aims to assist in the funding for a school in Sierra Leone and the Dublin Interact club which aims to involve students in community service. In addition, I am also a staff writer for the schoolâ€™s Dublin Shield which aims to create articles on student life and generally interesting topics on a wide range. I will also be popularizing the new Bay Area Youth Astronomy Society as its leader and possibly go on creating a community dedicated to photography. I will be able to devote time each month to attend Parks and Community Services Commission meetings and activities. which is necessary to the development of youth within the city.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?

Unfortunately, I have not recently had the opportunity to attend a recent meeting in the city.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Provide at least two (2) Letters of Recommendation from non-family members (i.e. employer, counselor, teacher, coach, etc.). The Letters of Recommendation must be signed. You can upload your Letters of Recommendation using the file upload link below.

Upload 1st Letter of Recommendation (required)

Arya Ferozy Rod Parks and Services Commission Rec.pdf

Upload 2nd Letter of Recommendation (required)

Arya Ferozy Halim Parks and Services Commission Letter of Rec.pdf

Upload 3rd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 PM, Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ♦925-833-3300♦ FAX 925-833-3322

All Dublin Students Will Become Lifelong Learners

PRINCIPAL

Maureen Byrne

ASSISTANT PRINCIPALS

Kevin Cushing

Dianne Santamorena

Andrew Waranoff

Lenni Velez

Jenn Nickl

Whitney Dwyer

To whom it may concern,

Since meeting Arya Ferozy in my AP Human Geography I have gotten to know him extremely well. Arya developed into a fine young person with great potential for personal growth and success. From the moment I meet Arya to this point, I have seen him establish the building blocks for his future and the successes he will obtain. At the outset of our first meeting, I felt as if he was a bit indecisive; however, that sentiment was soon replaced with respect and admiration for his quiet confidence. I am extremely proud of Arya's growth over the last year. He continues to mature into an individual that has developed deep empathy and extreme perseverance as seen through his hard work and dedication to his passions.

Arya continually developed the important trait of hard work and community building since the moment I met him in AP Human Geography and each moment after. He continually fosters a desire to become an active participant in his community through this hard work. It is his work with multiple clubs and organizations at Dublin High School like the Two Birds, the Dublin Shield, Dublin Interact, and the Dublin Biomed Academy that I see massive growth and passion. I am truly in awe of the amount of maturity that occurred over this past year; most of which I believe he acquired through a sense of community that he achieved while working with each of these clubs and organizations. It has not only been Arya's individual growth but his sense of community as a student that contributed to his individuality.

Arya shows continued dedication to working on his passions as he plans on continuing his education and pursuing degrees and/or positions in the fields of aerospace engineering, biomedical engineering, or going to medical school. The dedication shown by Arya is to be extremely commendable and evident through his achievement of a 3.8 grade point average and Academic Block D Award. This dedication to his passions has been a cornerstone of Arya's academic success. By finding his passion Arya has been able to find classes, clubs, and organizations that he can join and then help improve. Dedication, passion, hard work, and his sense of community are just a few of the attributes that make Arya not only a wonderful student but an amazing individual and candidate.

It is with great pleasure that I write this letter of recommendation for Arya Ferozy. I know he has the ability to not only thrive and achieve at the Dublin Parks and Services Commision but repay this opportunity by tremendously adding his own hard work and dedication to the Dublin Parks and Services Commision.

Thank you for your time.

Gregory Rodriguez, M. Ed.

[redacted]

Dublin High School

Social Science Department

AP European History, AP Human Geography, World History

DUBLIN HIGH SCHOOL

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8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

To Whom it May Concern,

I am pleased to be writing this letter of recommendation on behalf of Arya Ferozy for his application to the Parks and Community Services Commision.

I have had the pleasure of getting to know Arya this 2022-2023 school year as his Advanced Placement (AP) US History teacher. Although I have known Arya for only a short time, he has thoroughly demonstrated his dedication towards his education. He has consistently shown that he is a well-rounded and conscientious young man, who will no doubt accomplish many great things in his lifetime.

Success in the AP US History course requires seriously committed students who are willing to work far above the level required in a regular high school history class. The expectation is that students come prepared, participate in a constructive and cooperative manner, and shoulder the responsibility for the class work in a mature and diligent way. Arya consistently exceeds all of these expectations.

Arya also contributes regularly in group settings. His leadership, communication, and other interpersonal skills help those who work with him feel comfortable and motivated to raise their level of participation.

It is for all of these reasons that I am confident that Arya will serve this committee and his community well.

Sincerely,

Lisa Halim, MA Ed

[redacted]

Dublin High School, Social Studies Department

Print

Student Representative to the Parks and Community Services Commission 2023-2024 Term - Submission #5753

Date Submitted: 3/23/2023

The City of Dublin is looking for a motivated high school student, in junior or senior standing and living in Dublin, to serve as the Student Representative on the City's Parks and Community Services Commission) for the 2023-2024 term, which runs from July 1, 2023, to June 30, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

1. -- Dublin Resident-- Enrolled as either a Junior or Senior in high school during the 2023-24 school year-- Student Representative Information Letter

Letter of Recommendation

Your application must include two (2) letters of recommendation from non-family members (i.e., employer, counselor, teacher, coach, etc.) and must be signed. The letters of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online application form. Application submittals must include the following items:

1. -- Completed Application Form
2. -- At least two (2) Letters of Recommendation

Questions

Please direct questions to Liz Elliott, Recreation Supervisor, at (925) 556-4500 or email

---

First Name*

Prajanya

Last Name*

Kannan

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What high school are you currently attending?*

The Quarry Lane School

What high school will you be attending in the 2023-2024 school year?*

The Quarry Lane School

What grade (Junior or Senior only) will you be during the 2023-2024 school year?*

Senior

1. Why are you interested in serving on the Parks and Community Services Commission?*

I am interested in serving on the Parks and Community Services Commission for several reasons. Firstly, I am passionate about preserving the natural resources of Dublin and ensuring that they are protected for future generations. I believe that it is important for people to understand the history of Dublin and to appreciate its cultural diversity. Finally, I believe that parks and recreational areas not only provide a source of enjoyment for residents but also serve as an educational tool to increase awareness and appreciation for the natural world. By serving on the commission, I hope to promote inclusivity and encourage all members of the community to contribute to the city's wellbeing. Ultimately, I believe that serving on the Parks and Community Services Commission will allow me to lead by example and amplify the voices of those who may otherwise go unheard.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

2. What is the most important contribution you can make to the Commission?*

The most significant contribution I can make to the Commission is my passion for promoting environmental awareness through events and implementing city policies. I am particularly interested in initiatives that reduce waste, encourage reuse and proper recycling practices. I am currently a Climate Leader Fellow sponsored by Stanford Democracy Lab and Rustic Pathways Foundation working on the pressing issue of waste in our community. Additionally, I believe in the importance of engaging community members in activities such as cleanups and educational programs on wildlife species, particularly for younger and older populations. Finally, I am a strong advocate for creative expression and believe that the Commission can play a vital role in showcasing the talents of our community. Through art exhibitions and other events that encourage young entrepreneurism, we can highlight the unique cultural identity of Dublin and celebrate the diversity and unique ideas of its residents. In summary, I am eager to contribute to the Commission's efforts to promote sustainability and environmental awareness, engage community members in meaningful activities, and support the creative expression in my community.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What knowledge do you have of the parks and recreational facilities in Dublin?*

Over the past 18 months, I have been dedicated to volunteering at Fertile Groundworks, a non-profit organization that addresses the issue of food deserts in East Bay communities. Through partnerships with the Alameda Food Bank and Open Heart Community Kitchens, we provide fresh and organic produce to low-income neighborhoods. Additionally, I founded Joybowls.org, a non-profit organization where I create terrariums as a way to preserve plant species in a portable manner while also bringing joy to the elderly and essential workers. Recently, my efforts were recognized by Dublin City Council during the Young Citizen Award ceremony. I have also contributed my time to the ecological restoration program at San Bruno Mountain, where I participated in the replanting of native species to protect endangered butterfly species. Furthermore, I have pursued various forms of creative expression, such as dancing, art, and writing, and received eight Scholastic Art and Writing Awards during my high school years. As a student researcher at ASDRP (Aspiring Scholars Directed Research Program), I work on developing solutions for Alzheimer's and Parkinson's diseases through novel drug delivery systems. I believe that my diverse experiences in these areas can add significant value to my community, and I am eager to continue serving in any way possible.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What knowledge do you have of the programs offered through the Parks and Community Services Department? Have you ever participated in a program (such as J.A.W.S., Dublin L.E.A.D., J.L.P., Youth Advisory Committee - YAC) or class offered by the Parks and Community Services Department? *

The Dublin California Parks and Community Services Department offers a variety of programs and classes for people of all ages and interests, including recreational activities, sports programs, cultural events, educational programs, and more. I am familiar with the mission of Youth Advisory Committee (YAC) which is a group of high school students who work with the Parks and Community Services Department to provide input on youth programs and events and help plan and implement youth activities. The Dublin L.E.A.D. (Leadership, Education, and Development) program is a leadership and mentoring program for high school students that focuses on developing leadership skills and community involvement. I am not familiar with other programs, but I plan to learn more about them.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. What school and/or extracurricular activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to regularly attend the monthly meetings?*

Yes, I will be able to maintain my existing commitments while also attending regular monthly meetings.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?

I have not attended a YAC or any other Dublin Commission meeting, but I looked at the meeting notes which are available online. I was also in the March meeting for the Dublin City Council Volunteering Awards, so I was able to get an insight into the committee.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Provide at least two (2) Letters of Recommendation from non-family members (i.e. employer, counselor, teacher, coach, etc.). The Letters of Recommendation must be signed. You can upload your Letters of Recommendation using the file upload link below.

Upload 1st Letter of Recommendation (required)

Recommendation letter.pdf

Upload 2nd Letter of Recommendation (required)

Choose File No file selected

Upload 3rd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 PM, Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

The Quarry Lane School

Dublin Campus:
Jr. Kindergarten-12th Grade
6363 Tassajara Rd.
Dublin, CA 94568
P (925) 829-8000 **F** (925) 829-4928

Pleasanton Campus East:
Infant/Toddler, PreS and PreK
3750 Boulder St.
Pleasanton, CA 94566
P (925) 846-9400 **F** (925) 462-1066

Pleasanton Campus West:
Preschool and Pre-Kindergarten
4444B Black Ave.
Pleasanton, CA 94566
P (925) 462-6300 **F** (925) 462-1066

www.quarrylane.org

Counselor Recommendation for Prajanya Kannan

DISTINCTIVE QUALITIES _____

One of my favorite things about Prajanya is her insatiable curiosity for just about everything. Whether listening to podcasts in the car, watching documentaries on Netflix, or deep diving into research in the lab, Prajanya's inquisitive nature is typically always being nurtured. Armed with an incredibly strong work ethic and admirable self-awareness, Prajanya is the ideal student and peer. She is organized, highly proactive, and methodical in managing her tasks, using tools and apps to keep track of her very busy schedule. Whatever challenges Prajanya has faced, she refuses to let them break her spirit. No matter how far down she is pushed, like a spring, she always manages to bounce back. Her remarkable journey exemplifies her resilience in overcoming obstacles and achieving her goals.

ACADEMIC HISTORY

_____

- At QLS, students can apply for either the IB Diploma or IB Certificate program depending on their academic goals. IB Certificate students can take any combination of up to 3 IB HL or AP courses. Prajanya is 1 of 55 seniors this year enrolled in the **IB Certificate program**.
- For AP Chemistry, there were three teacher changes the year she took the course, which caused considerable content loss, so she did not learn this subject to the best of her ability.
- Prajanya has cultivated a deep passion for neuroscience, pursuing courses at UC Berkeley's ATDP, Coursera, and Stanford and working part-time as a student researcher at Aspiring Scholars Directed Research Program. Her performance at in her ATDP neuroscience course led to her appointment as a TA at UC Berkeley's ATDP, where she assisted the professor with course materials, grading, and mentoring students. At ASDRP, she is currently focusing on developing solutions for Parkinson's disease and recently presented her work at a conference.

ACTIVITIES, INTERESTS, AND AREAS OF IMPACT

- Prajanya loves nature and works hard to preserve it. She worked on ecological restoration projects in the San Bruno Mountains, planting native plant species that attract endangered butterflies, and spends her weekends at Fertile Groundworks, where she takes care of organic fruits, herbs, and vegetables and donates them to local food banks and community kitchens. Through this work, she is part of the solution to the food insecurity problem in the East Bay area that she is passionate about alleviating. Additionally, she was selected as part of the **Global Climate Leaders Fellowship Project**. The project focuses on helping community members reduce their waste and increase their recycling and composting rates.
- Prajanya demonstrates a commitment to service through all of her activities. **In response to the pandemic's impact on mental health, Prajanya founded JoyBowls, a heartwarming initiative to bring a piece of nature indoors by distributing desk terrariums to seniors in care centers,**

teachers, and students in the Bay Area. She has distributed over 200 terrariums and plans to give away another 100 this summer. When she ran out of space to grow plants at home, she converted the garage into a makeshift production center. She has taught herself various aspects of launching and operating the venture, including how to run a website, grow the plants needed for the terrarium at home, and package and ship glass bowls. Her experience has taught her problem-solving skills and helped her build partnerships while also making her aware of the problems faced by seniors.

- Prajanya is a creative soul. A true creative force with many different passions that set her spirit free: dancing, art, and writing. Prajanya has shown her creativity through comic art, Bollywood, and jazz dance stone painting, and designing sketches of miniature gardens. She published a photography book on spring life in Dublin, copies of which were sold to community members. As a member of the QLS Creative Media Club, she has taken photos, edited videos, and designed magazine covers for school clubs and designed merchandise, labels, and logos for organizations like Habitat for Humanity.

FINAL REFLECTION

I admire Prajanya's ability to see beyond limits and push herself beyond her own past achievements. She has momentum and creativity like no other and the passion and intelligence to truly be a part of the change she wants to see.

Ashley R. McWilliams | College Counselor [redacted]

Print

Student Representative to the Parks and Community Services Commission 2023-2024 Term - Submission #5655

Date Submitted: 3/12/2023

The City of Dublin is looking for a motivated high school student, in junior or senior standing and living in Dublin, to serve as the Student Representative on the City's Parks and Community Services Commission) for the 2023-2024 term, which runs from July 1, 2023, to June 30, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

1. -- Dublin Resident-- Enrolled as either a Junior or Senior in high school during the 2023-24 school year-- Student Representative Information Letter

Letter of Recommendation

Your application must include two (2) letters of recommendation from non-family members (i.e., employer, counselor, teacher, coach, etc.) and must be signed. The letters of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online application form. Application submittals must include the following items:

1. -- Completed Application Form
2. -- At least two (2) Letters of Recommendation

Questions

Please direct questions to Liz Elliott, Recreation Supervisor, at (925) 556-4500 or email

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First Name*

Anika

Last Name*

Kolan

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What high school are you currently attending?*

Dublin High School

What high school will you be attending in the 2023-2024 school year?*

Dublin High School

What grade (Junior or Senior only) will you be during the 2023-2024 school year?*

Senior

1. Why are you interested in serving on the Parks and Community Services Commission?*

I am passionateÂ about serving on the Parks and Community Services Commission of the City of Dublin because the city's parks resources have benefited my life as a Dublin resident and my national career. Professionally, I play cricket for the United States of America. I am the captain of the U.S. Women's West Coast team and the vice-captain of the U.S. Under-19 Cricket National Team. When I first picked up a ball, I spent my entire life playing the game. IÂ representedÂ the City of Dublin and my home school team in an intra-school tournament, many state tournaments within the United States, and my country, the United States of America, at international competitions in foreign nations (Mexico, Zimbabwe, South Africa). I can see how parks and the community play a larger role in encouraging young people to leave their homes and maintain an interest in sporting activities. Since I first picked up a cricket bat, the local parks have become my second home. I spent countless hours practicing in the batting cages that Dublin provided for our community, as well as countless days exercising and practicing on Dublin's beautiful fields. I would like to contribute by sharing my knowledge and experience with the Parks and Community Service departments in order to assist the committee in gaining a sporting perspective.

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2. What is the most important contribution you can make to the Commission?*

My ability to provide insight into potential improvements that could be made in the future to Dublin's Parks and Community Services is the most valuable contribution that I can make to the Commission. My first experience with cricket was when I was 9 years old, and now that I am 16 years old, the parks, fields, cages, and grounds of the city have become like a second home to me. Since I was nine years old, I have attended a variety of council meetings and actively campaigned for the installation of cricket batting cages as well as cricket fields. Since I moved to Dublin ten years ago, I have been able to observe the many changes that have taken place in the city. As someone who uses Dublin's parks and community resources on a regular basis, I am able to discuss with the committee different ways in which they can be improved, and together we can devise a strategy for getting other city residents involved in using the city's resources.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

3. What knowledge do you have of the parks and recreational facilities in Dublin?*

Since the age of nine, I have advocated to city councils for cricket batting cages and fields. As a youth, I played soccer, so I am familiar with all of Dublin's sports venues. I alsoÂ carryout my standard fitness runs in FSP park. I am familiar with the work required to keep parks and recreation areas in pristine condition, particularly prior to major tournaments for soccer, cricket, and outdoor volleyball. I utilized the newly constructed FSP batting cage on a daily basis in preparation for my role as the United States' representative at the World Cup. I was able to simulate an international setting by training outdoors on the synthetic turf field. Since the start of 2019, I've attended several City Council sessions. The city approved the construction of batting cages at Emerald Glen during these meetings. The FSP cricket field and batting cages were the locations of the majority of meetings I had attended. During the opening of the ground, Mayor Hernandez gave me the honor of receiving the first cricket ball. I have played on Dublin's Emerland Glen cricket pitch since its founding, and it has been gratifying to see not only cricket but also other sports (volleyball, softball/baseball) benefit from its improvement. There is always potential for enhancement, and I am confident that Dublin will become a central location for tournaments in a variety of sports throughout the bay area as a result of my contributions.

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4. What knowledge do you have of the programs offered through the Parks and Community Services Department? Have you ever participated in a program (such as J.A.W.S., Dublin L.E.A.D., J.L.P., Youth Advisory Committee - YAC) or class offered by the Parks and Community Services Department? *

I have been a member of the Youth Advisory Committee for the past two years and have participated in numerous YAC programs. In Dublin, as part of the Youth Advisory Program, we have hosted multiple events, raised numerous funds, and organized interactive activities. In YAC, I am a valued member of the Dublin Benefit Concert Ad Hoc Committee and have planned events with my peers, including the Dublin Benefit Concert, Career Fairs, and other beneficial activities for Dublin.Â

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

5. What school and/or extracurricular activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to regularly attend the monthly meetings?*

Yes I will be able to regularly attend the monthly meetings. I represent my country at the highest level of cricket competition. I would like to use this opportunity to collaborate with the city and share my knowledge and experience regarding the grounds.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?

The most recent YAC meeting I attended was on February 22, 2023. This was our group's most recent monthly meeting. We reviewed the latest information regarding the Dublin Benefit Concert Ad Hoc Committee, where we made significant advances in concert planning.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Provide at least two (2) Letters of Recommendation from non-family members (i.e. employer, counselor, teacher, coach, etc.). The Letters of Recommendation must be signed. You can upload your Letters of Recommendation using the file upload link below.

Upload 1st Letter of Recommendation (required)

Anika Kolan Letter of Recommendation.pdf

Upload 2nd Letter of Recommendation (required)

Scan0021.pdf

Upload 3rd Letter of Recommendation (optional)

Anika 2023.pdf

Application materials must be submitted via this online application form. The application deadline is 5:00 PM, Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

March 9, 2023

To Whom it May Concern:

I wanted to take this opportunity to write a letter of recommendation on behalf of Anika Reddy Kolan for a position as the City of Dublin's Parks and Recreation Youth Commissioner.

I have gotten the privilege of getting to know Anika over the past two years in my capacity as Athletic Director at Dublin High School. I can personally attest to the fact that she has the attributes and experience to make significant contributions to the City of Dublin..

Anika has excelled in multiple positions of leadership not just in Dublin and in the Tri-Valley community but has been active on a global stage. She has demonstrated valuable skills and increasing responsibilities as a member of the USA Women's National Cricket team,.Captain of the USA Women's U19 National Cricket Team, served on the City of Dublin's Youth Advisory Committee, volunteered at the Hindu Community Livermore Temple and San Ramon Regional Medical Center, and has participated in the Buddies Without Borders Global Education Center.

In these roles, she has successfully interacted with not only students, staff, administrators, and local community leaders on a regular basis, but she has developed and implemented activities and partnerships that are international in scale. As Dublin becomes increasingly diverse, I believe that Anika's experience and perspectives traveling the globe will be a critical asset as she can bring a broader perspective to the Commission. One specific example of her skills gained through these experiences is multilingual proficiency in Spanish, Hindi, and Telugu, which gives her the ability to engage with members of our community that other City staff are not as equipped to communicate with regarding promoting programs and services.

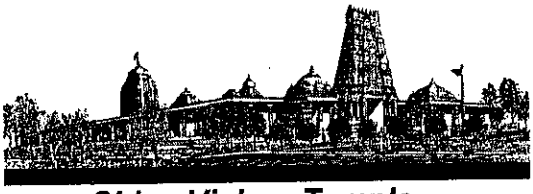
Anika has not only been an accomplished athlete and community leader, but she is a model student as well. She is a participant in Dublin High's Biomedical Academy and is enrolled in a rigorous college preparatory curriculum with several Advanced courses. She also interacts with the local business community through an Ophthalmology Observership.

In closing, I wanted to state that I am completely confident in Anika and am proud to write her a letter of recommendation. If you have any questions, please do not hesitate to contact me at (925) 858-5303 or email me at [redacted]

Sincerely,

Tim Sbranti

Tim Sbranti
Former Mayor
City of Dublin



Shiva-Vishnu Temple
Om Namah Shivaya Om Namo Narayanaya

Hindu Community and Cultural Center
1232 Arrowhead Ave, Livermore, CA 94551
A Non-Profit Organization since 1977
[redacted]

March 2, 2023

TO WHOM IT MAY CONCERN

Ms. Anika Reddy Kolan has performed voluntary work at the Hindu Community & Cultural Center (Shiva-Vishnu Temple), Livermore, California, over the past six years starting from 2016. During this period she has worked for over 180 hours in the fund raising events, Health Fair, temple kitchen and front office helping devotees.

Anika has not only worked hard, but also demonstrated a clear sense of dedication and devotion which is well appreciated. She is a customer friendly person with a penchant for a clean work environment.

The Hindu Community & Cultural Center (Shiva-Vishnu Temple), Livermore, California is a tax-exempt, non-profit, religious organization incorporated in the state of California since 1977. In addition to religious services, it also provides cultural, educational and human services activities for the community.

Krishna K Kunnath
Manager
Hindu Community & Cultural Center (Shiva-Vishnu Temple)
Livermore, CA – 94551
[redacted]

SAN RAMON
REGIONAL MEDICAL CENTER
JOHN MUIR HEALTH PARTNER

March 9, 2023

City of Dublin
Parks & Community Services Department
100 Civic Plaza
Dublin, CA 94568

I am writing to provide a recommendation for Anika Kolan who has been a volunteer with San Ramon Regional Medical Center since January, 2022.

Anika began as a volunteer at our front lobby desk. Her duties included providing reception and information services to patients and visitors to the hospital, assisting various departments by performing errands and lab runs, delivering patient meals, and helping with other tasks as needed. Anika recently began her new service in the Emergency Department where she supports the clinical staff by providing caring support for patients during periods when staff are busy, restocks patient rooms with supplies, assists with cleaning patient rooms, and performs errands and clerical tasks.

Anika has a very good work ethic. She learned her job duties quickly and is consistently punctual and dependable. Anika performs her duties accurately, efficiently and with minimal supervision. She has excellent communication and interpersonal skills and interacts effectively with her fellow volunteers and with the patients and visitors to the hospital. She is friendly, engaging and works hard to give good customer service by listening and following through.

In her volunteer experience at the hospital, Anika has been able to impact our community through her caring and compassionate interactions with patients and visitors, and by helping to enhance the care given by the clinical staff by supporting them in non-clinical duties.

Anika is an intelligent, motivated young woman who is passionate about community service. I have no doubt that she will have much to contribute as a member of the Parks and Community Services Department for the City of Dublin. Please give her application strong consideration.

Susan Abalos

Susan Abalos
Director of Volunteer Services
[redacted]

Tenet Health System | 6001 Norris Canyon Road, San Ramon, CA 94583 (925) 275-9200
www.OurSanRamonHospital.com

Print

Student Representative to the Parks and Community Services Commission 2023-2024 Term - Submission #5787

Date Submitted: 3/23/2023

The City of Dublin is looking for a motivated high school student, in junior or senior standing and living in Dublin, to serve as the Student Representative on the City's Parks and Community Services Commission) for the 2023-2024 term, which runs from July 1, 2023, to June 30, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

1. -- Dublin Resident-- Enrolled as either a Junior or Senior in high school during the 2023-24 school year-- Student Representative Information Letter

Letter of Recommendation

Your application must include two (2) letters of recommendation from non-family members (i.e., employer, counselor, teacher, coach, etc.) and must be signed. The letters of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online application form. Application submittals must include the following items:

1. -- Completed Application Form
2. -- At least two (2) Letters of Recommendation

Questions

Please direct questions to Liz Elliott, Recreation Supervisor, at (925) 556-4500 or email

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First Name*

Advaith Krishna

Last Name*

Anoop Krishna

Street Address*

[redacted]

City*

Dublin

State*

California

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What high school are you currently attending?*

Dublin High School

What high school will you be attending in the 2023-2024 school year?*

Dublin High School

What grade (Junior or Senior only) will you be during the 2023-2024 school year?*

Senior

1. Why are you interested in serving on the Parks and Community Services Commission?*

I moved to Dublin when I was in 4th grade, and have now lived in the city for most of my life. Iâ€™ve used plenty of the Dublin facilities growing up, such as the Wave for swim lessons, and more importantly for me, the Emerald Glen Cricket ground and nets through the Dublin Cricket League. Iâ€™ve practically spent every waking hour of my life practicing cricket at the EG Nets, and it warmed my heart to see more developmental opportunities for cricket arise through the opening of Fallon Sports Park Phase 3 last term. For the last 8 months, Iâ€™ve formed many close bonds with fellow members of the PCS commission, and I would love to continue to contribute and cultivate the cityâ€™s parks and recreational facilities while serving as the student representative again.

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2. What is the most important contribution you can make to the Commission?*

As student representative, Iâ€™d like to be a conduit for the youth of Dublin and help provide enrichment opportunities to the youth of Dublin. By engaging the younger community in different fitness, sports, or recreation programs, we can keep the student community physically and mentally active. I would also try to prioritize the preservation and improvement of our city parks, while also looking to introduce and give my thoughts on new park services that are presented to the commission. On a more personal level, Iâ€™d also like to further encourage the growth of cricket within Dublin and the rest of the Tri-Valley, and try my best to revive the Inter School Cricket Tournament that was in place just a few years prior.

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3. What knowledge do you have of the parks and recreational facilities in Dublin?*

lâ€™ve lived in Dublin for 7 years, and lâ€™ve used a plethora of the cityâ€™s facilities while growing up in the city. Although I already played cricket prior to moving to Dublin, the nets and ground at Emerald Glen really helped take my game to the next level. I would spend more than half my week at the nets, improving my technical skills, and it helped me gain a spot on the West Coast team at the USA Cricket U-15 Nationals. Outside of cricket, lâ€™ve also spent nearly every day after school in the Dublin Library before the pandemic hit, checking out books and using the library resources to finish my middle school homework. Now, when I don'tâ€™ have as much time to visit the library frequently, I make use of the Overdrive and Libby apps to check out the libraryâ€™s vast selection of ebooks.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

4. What knowledge do you have of the programs offered through the Parks and Community Services Department? Have you ever participated in a program (such as J.A.W.S., Dublin L.E.A.D., J.L.P., Youth Advisory Committee - YAC) or class offered by the Parks and Community Services Department? *

lâ€™ve been a part of the Dublin Youth Advisory Committee as a voting member for the 2021-2022 term, and lâ€™m currently a student representative to both the PCS Commission and the YAC for the 2022-2023 term. lâ€™ve been a part of multiple ad-hoc committees on behalf of the YAC during my tenure, and I helped run last yearâ€™s Youth Benefit Concert and Dublinâ€™s first Hack-a-Thon, and lâ€™m currently on the ad-hoc committee for this yearâ€™s Youth Benefit Concert. Meanwhile, during my term on the PCS commission, lâ€™ve attended events such as the opening of FSP Phase 3 and Don Biddle Park, and I also was a judge for Dublinâ€™s Annual Holiday Home Decorating Contest.

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5. What school and/or extracurricular activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to regularly attend the monthly meetings?*

Next year, lâ€™ll be taking 3 Honors/AP Classes at school, although I will finish most if not all of my schoolwork during my free period. Outside of school, my only other activity is cricket: I have practices on Tuesdays and Thursdays and 7 hour games on Saturdays and Sundays. However, I have pristine attendance when it comes to PCS meetings this term, and I am sure I will be attending all the monthly meetings if I get re-elected.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?

YAC (2/22): At the recent YAC meeting I attended, the different planning ad-hoc committees checked in with the rest of the committee, including the ad hoc committees for the Dubin Youth Benefit Concert and the Youth Hack-a-Thon PCS (3/20): At the recent PCS meeting, we received a report from Anthony Calvo about changes to reservation policies for city fields, and we also discussed the successes of the St. Patricks Day Festival, as well as possible improvements for next year.

(This box can be expanded by expanding the lower right hand corner of this box. This option may not be available for the Internet Explorer browser.)

6. Provide at least two (2) Letters of Recommendation from non-family members (i.e. employer, counselor, teacher, coach, etc.). The Letters of Recommendation must be signed. You can upload your Letters of Recommendation using the file upload link below.

Upload 1st Letter of Recommendation (required)

Copy of AdvaithLetterofRec.pdf

Upload 2nd Letter of Recommendation (required)

Advaith Anoop Krishna Letter of Recommendation S23.pdf

Upload 3rd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 PM, Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 • 925-833-3300 • FAX 925-833-3322

23 March 2023

Dear Dublin Parks and Community Services,

It is my pleasure to recommend Advaith as a student representative. I have known Advaith for this school year and really enjoy my time as his teacher in my English 3 Honors course. Advaith is an excellent student who displays success in both his academic and personal life.

One thing that stands out about Advaith in my class is his willingness to participate without being called on. He always raises his hand and has insightful things to say about whatever text we are discussing. I can also tell that his peers respect him a great deal and he gets along well with a variety of students. Advaith puts his full effort into everything we do in my class and I can always count on him to be respectful, motivated, mature, and kind.

Advaith is clearly invested in his studies but something that makes him unique is his involvement in extracurricular activities and dedication to being a student athlete. He is heavily involved in cricket outside of school and has been incredibly successful at it. As part of national tournaments he has had to balance traveling with his school work and does so with ease. He is proactive about staying on top of his studies while also being fully dedicated to his sport. Not only does Advaith participate in the sport, but he also volunteers as a coach for younger athletes. It's very difficult to be a student-athlete, especially while maintaining high grades with his challenging course load.

Advaith is fully invested in his studies but I can tell that he also loves being involved in the larger community and extra curricular activities. I think that he would be an awesome student representative and would take his duties very seriously. I recommend him without hesitation. Please feel free to contact me with any questions.

Best regards,

Hannah Moreno

Hannah Moreno
English Teacher

DUBLIN HIGH SCHOOL

2017 GOLD RIBBON SCHOOL

8151 Village Parkway, Dublin, CA 94568 ♦925-833-3300♦ FAX 925-833-3322

All Dublin Students Will Become Lifelong Learners

PRINCIPAL

Maureen Byrne

ASSISTANT PRINCIPALS

Lisa Diaconis

Whitney Dwyer

Andy Waranoff

Kevin Cushing

Diana Santamorena

March 23, 2023

To Whom It May Concern:

I have the pleasure of teaching Advaith Anoop Krishna in my AP United States History class in this 2022-2023 school year. Advaith is a wonderful student to have in the classroom. He brings a strong work ethic, dedication, and a collaborative energy with him to class every day.

Advaith impressed me right from the start of the school year. He was able to diligently complete his work and utilize the reading to acquire the content knowledge necessary for success. He maintained a very organized system and this system allowed for him to be successful in class when it came time to apply the acquired content knowledge to higher-level thinking tasks. This was especially apparent in his document analysis, a task that makes it clear which students are able to grasp the conceptual themes and the concrete details. I have seen Advaith easily collaborate with his peers, a skill that will help him be successful in any field of study.

As a student in the classroom he participates in the lessons, asks thoughtful questions, and takes his time to do an excellent job on his work. I knew very early on that I was lucky to have Advaith as a student. It is very clear that Advaith takes responsibility for his education.

I fully recommend Advaith for the position of Student Representative to the Dublin Parks and Community Services Commission

Please do not hesitate to reach out with questions.

Best Regards,

Carter Stimson

Carter Stimson
Dublin High School Social Studies Teacher
[redacted]

Print

Student Representative to the Parks and Community Services Commission 2023-2024 Term - Submission #5834

Date Submitted: 3/24/2023

The City of Dublin is looking for a motivated high school student, in junior or senior standing and living in Dublin, to serve as the Student Representative on the City's Parks and Community Services Commission) for the 2023-2024 term, which runs from July 1, 2023, to June 30, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

1. -- Dublin Resident-- Enrolled as either a Junior or Senior in high school during the 2023-24 school year-- Student Representative Information Letter

Letter of Recommendation

Your application must include two (2) letters of recommendation from non-family members (i.e., employer, counselor, teacher, coach, etc.) and must be signed. The letters of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online application form. Application submittals must include the following items:

1. -- Completed Application Form
2. -- At least two (2) Letters of Recommendation

Questions

Please direct questions to Liz Elliott, Recreation Supervisor, at (925) 556-4500 or email

---

First Name*

Braden

Last Name*

Ou

Street Address*

[redacted]

City*

Dublin

State*

CA

Zip*

94568

Email Address*

[redacted]

Phone Number*

[redacted]

What high school are you currently attending?*

The Quarry Lane School

What high school will you be attending in the 2023-2024 school year?*

The Quarry Lane School

What grade (Junior or Senior only) will you be during the 2023-2024 school year?*

Senior

1. Why are you interested in serving on the Parks and Community Services Commission?*

My interest in serving on the Parks and Community Services Commission stems from my passion for maintaining and improving the quality of Dublin's parks and my commitment to representing the interests and perspectives of the city's youth. As the president of a nonprofit organization, ABLE, I have actively participated in park clean-up initiatives, which have instilled in me the importance of preserving the beauty and functionality of Dublin's parks for everyone to enjoy. Serving on the Commission would allow me to further contribute to this goal by ensuring that our parks and recreational facilities remain safe, clean, and accessible to all residents. Having served one year on the Youth Advisory Committee and two years on the Dublin Mayor's Council, I have gained valuable insights into the needs and preferences of the youth in our community. My experience in these roles equips me to provide an excellent perspective as the youth representative on the Commission, ensuring that the voices of Dublin's younger residents are heard, and their interests are taken into account when making decisions. Furthermore, my educational background at both Dublin High and Quarry Lane School has allowed me to interact with and understand the perspectives of students from different schools in the area. This unique viewpoint enables me to represent a broader range of teens in Dublin and advocate for their needs and preferences within the Parks and Community Services Commission. In summary, my passion for maintaining Dublin's parks, my experience in youth leadership roles, and my understanding of the diverse perspectives of Dublin's youth make me an ideal candidate for serving on the Parks and Community Services Commission. I am eager to contribute to improving our community's parks and recreational facilities while ensuring that the needs of our young residents are well-represented.

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2. What is the most important contribution you can make to the Commission?*

The most important contribution I can make to the Parks and Community Services Commission lies in the combination of my leadership skills, project management experience, teamwork abilities, and dedication to serving the public. These qualities, which I have honed through various roles and achievements, make me a well-rounded and strong candidate for the Commission. My role as the president of ABLE, a nonprofit organization that won the Organization of the Year award from the City of Dublin, demonstrates my capacity to effectively lead and manage a team. This experience has allowed me to develop strong organizational and problem-solving skills, which I can apply to projects and initiatives within the Commission. In addition, my involvement as the co-project manager of the Financial Literacy Project at the Dublin Mayor's Council has taught me the value of educating youth on essential life skills. This experience has sharpened my ability to plan, execute, and evaluate educational programs, which will be invaluable in creating and implementing initiatives for the Parks and Community Services Commission. As the software leader of my school's 100-member robotics team, I have gained hands-on experience in managing a large group and working collaboratively to achieve a common goal. This experience has further strengthened my leadership and teamwork skills, which will be instrumental in my contributions to the Commission. Lastly, my dedication to serving the public is evident through my achievement of the Gold Presidential Volunteer Service Award for over 250 hours of service. This passion for giving back to my community demonstrates my commitment to making a positive impact, ensuring that I will be a highly engaged and proactive member of the Parks and Community Services Commission.

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3. What knowledge do you have of the parks and recreational facilities in Dublin?*

As an active member of the Dublin community, I have gained substantial knowledge about the parks and recreational facilities in the city. My involvement in various community activities and events has provided me with opportunities to explore and understand the wide range of parks and recreational spaces that Dublin has to offer. Some notable parks and recreational facilities in Dublin include Emerald Glen Park, which features sports fields, picnic areas, and a playground, as well as the Wave, a popular aquatic facility with swimming pools and water slides catering to people of all ages. Additionally, the Fallon Sports Park provides numerous athletic fields and courts, catering to diverse sports interests among residents. The city also offers various neighborhood parks, such as Alamo Creek Park and Shannon Park, which provide open spaces for leisure, play, and community gatherings. These parks feature playgrounds, walking paths, and picnic areas for families and residents to enjoy. Dublin's Senior Center and the Shannon Community Center are other important facilities that host a wide range of recreational and educational programs for residents of all ages. These centers provide opportunities for community engagement, learning, and personal growth, fostering a sense of belonging and connectedness among Dublin's residents. Overall, my knowledge of the parks and recreational facilities in Dublin stems from my active engagement in the community and my genuine interest in promoting accessible, well-maintained, and diverse recreational spaces for all residents. By serving on the Parks and Community Services Commission, I aim to leverage my understanding of these facilities to advocate for continued improvement and expansion, ensuring that the needs and preferences of Dublin's residents are well-represented.

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4. What knowledge do you have of the programs offered through the Parks and Community Services Department? Have you ever participated in a program (such as J.A.W.S., Dublin L.E.A.D., J.L.P., Youth Advisory Committee - YAC) or class offered by the Parks and Community Services Department? *

I have a fair understanding of the various programs offered through the Parks and Community Services Department in Dublin. I know that the J.A.W.S. program is used to teach students about water safety. The Dublin L.E.A.D. is a program designed to help teens develop leadership skills, engage in community service, and participate in local government activities. The Junior Leader Program is a program that offers teenagers the opportunity to gain hands-on experience in planning and implementing recreational activities for younger children, fostering leadership skills and a sense of responsibility. Finally, as a member of the Youth Advisory Committee, I know that the YAC provides a platform for young people to voice their opinions on community issues, participate in the decision-making process, and contribute to the betterment of the city.

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5. What school and/or extracurricular activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to regularly attend the monthly meetings?*

During the 2023-2024 school year, I will be involved in several activities. These include leading my nonprofit organization ABLE, serving as the software lead for my school's robotics team, and applying to serve as a project manager for the Dublin Mayor's Council. Additionally, I will be participating in an internship with Alameda County Supervisor David Haubert to teach coding. Despite my engagement in these various activities, I am confident that I will be able to devote sufficient time each month for PCS meetings and activities. My commitment to the PCS is evident in my current term in the Youth Advisory Committee, where I have made it a priority to attend as many YAC meetings as possible. I understand the importance of being an active and involved member of the committee, and I am dedicated to balancing my responsibilities to ensure that I can contribute effectively to the PCS.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?

Yes, I recently attended the volunteer recognition event held on March 1st, 2023. During this event, I was excited to learn that my nonprofit, ABLE, had been nominated for the Organization of the Year award for the City of Dublin. This nomination was a significant achievement for our team, and I was eager to see if we would be awarded this prestigious honor. I was thrilled when it was announced that ABLE had indeed won the Organization of the Year award. This outcome was of great interest to me, as it validated the hard work and dedication that our team had invested in making a positive impact in the community. The recognition also serves as motivation for us to continue striving for excellence and making a difference in the lives of those we serve.

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6. Provide at least two (2) Letters of Recommendation from non-family members (i.e. employer, counselor, teacher, coach, etc.). The Letters of Recommendation must be signed. You can upload your Letters of Recommendation using the file upload link below.

Upload 1st Letter of Recommendation (required)

Braden Ou - PCS Recommendation Letter.pdf

Upload 2nd Letter of Recommendation (required)

Recommendation Letter sent by Ashley McWilliams.pdf

Upload 3rd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 PM, Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

The Quarry Lane School

Dublin Campus:
Jr. Kindergarten-12th Grade
6363 Tassajara Rd.
Dublin, CA 94568
P (925) 829-8000 **F** (925) 829-4928

Pleasanton Campus East:
Infant/Toddler, PreS and PreK
3750 Boulder St.
Pleasanton, CA 94566
P (925) 846-9400 **F** (925) 462-1066

Pleasanton Campus West:
Preschool and Pre-Kindergarten
4444B Black Ave.
Pleasanton, CA 94566
P (925) 462-6300 **F** (925) 462-1066

www.quarrylane.org

Counselor Recommendation for Braden Ou

DISTINCTIVE QUALITIES

I first met Braden after he transferred to QLS from Dublin High School in his sophomore year. The transition was a bit challenging, as it is for most of our transfer students, but Braden wasted no time getting acclimated to a new environment, including introducing himself to me within the first week. I appreciate his love of both the arts and sciences and his fusion of computer science and music activities during his free time. In addition to his impressive ability to manage an extremely rigorous course load, Braden truly enjoys getting involved in his community and seeing how his ideas and involvement can make a difference.

ACADEMIC HISTORY

- At QLS, students can apply for either the IB Diploma or IB Certificate program depending on their academic goals. IB Certificate students can take any combination of up to 3 IB HL or AP courses. Braden is 1 of 55 seniors this year enrolled in the **IB Certificate program**.

ACTIVITIES, INTERESTS, AND AREAS OF IMPACT

- Braden has been putting his leadership skills to work the last few years both at QLS and in his local community. **As the president of his nonprofit, Above and Beyond Leadership and Education** (ABLE), Braden and the club members do volunteer work around the city of Dublin, tutoring students, environmental advocacy, park cleanup, and were **nominated last year as the Organization of the Year by the City of Dublin.** Currently, Braden is planning a youth mental health event at QLS and working alongside administration, bringing in various speakers who can stress about the importance of keeping good mental health hygiene, especially during before AP exams.
- For the past few years, Braden has been increasing his involvement with the city of Dublin, **working with the Mayor's Council on a project that teaches financial literacy**, and as a member of the **Youth Advisory Committee of Dublin**, which plans out various events for the youth of Dublin like the Hackathon Braden took lead on. His most rewarding academic accomplishment though was being nominated as the **Young Citizen of the Year by the city of Dublin** last year.
- When he's not supporting his local city government, Braden can be found at QLS with the Robotics team, working as the Vision Lead on the team, investing 10 hours a week learn how the software, hardware, and business aspects of a robot all come together to create one final product.

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www.quarrylane.org

FINAL REFLECTION

Braden has always shown himself to be focused, attentive, and curious in the classroom and also in our interactions. He doesn't hesitate to teach himself something new, is not shy about asking questions to understand the bigger implications of something and targets his goals with precision and a plan. He knows how to be a successful student, adapting as needed, and is more than ready and excited to join a new community where he can expand his knowledge and share it with those around him.

Ashley R. McWilliams

Ashley R. McWilliams | College Counselor | [redacted]

Dear Sir/Madam,

My name is Margaret Liang, currently serving as the Board Chair of APAPA, Tri-Valley Chapter. It is my absolute pleasure to recommend Braden Ou as member for Dublin's Youth Advisory Countil's Park & Community Service youth commissioner. Braden is a passionate and capable youth leader both in school and in the community. His experience as an avid volunteer, student leader/current President of ABLE (Dublin's own Organization of the Year in 2023), as well as his active role in civic engagement and empowerment effort with APAPA in the API community has clearly demonstrated his skills, the vision, and passion as a role model for the young citizens in Dublin.

I've come to know Braden ever since he was an 8th grader. From the get go, he has demonstrated his passion for community service, his capability as a leader, as well as his vision for the youth community. While serving as an APAPA Intern, Brande had also led his ABLE organization members to devote their spare time to clean up the park, to tutor the younger students, and to educate other community members on environmental issues. While in Mayor's council, he also helped to educate students on financial literacy and management. In my opinion, he really puts his vision in action, creating a positive, supportive and clean environment for the young students and the community to thrive.

In the course of his APAPA, Braden often time has to deal with many different personalities and difficult situation with the constituents in the community. For a young high school student, it was a great challenge and opportunity to learn about working with different types of people. Braden learned to keep an open mind when talking to constituents or even peer members of the internship, be a good and acute listener, foster new ideas, and reach a consensus on next steps. It was an important lesson and valuable experience for him.

Alas, while there might be many other capable and worthy candidate for the Youth Advisory Council, I am impressed by Braden's passion to serve, and his devotion to Dublin community to make a difference. I trust that he is and will continue to be a great asset to the Dublin community for which he serves.

Please feel free to email me at [redacted]r call me at [redacted] should you have any questions at all.

Best,

Margaret Liang

Board Chair, APAPA Tri-Valley Chapter

Print

Student Representative to the Parks and Community Services Commission 2023-2024 Term - Submission #5773

Date Submitted: 3/23/2023

The City of Dublin is looking for a motivated high school student, in junior or senior standing and living in Dublin, to serve as the Student Representative on the City's Parks and Community Services Commission) for the 2023-2024 term, which runs from July 1, 2023, to June 30, 2024. **Application deadline is Friday, March 24, 2023, at 5:00 PM.** LATE APPLICATIONS WILL NOT BE ACCEPTED.

Qualifications and General Information

1. -- Dublin Resident-- Enrolled as either a Junior or Senior in high school during the 2023-24 school year-- Student Representative Information Letter

Letter of Recommendation

Your application must include two (2) letters of recommendation from non-family members (i.e., employer, counselor, teacher, coach, etc.) and must be signed. The letters of recommendation should be submitted with the application and must be received by the application deadline; otherwise, the application will be incomplete.

Application Submittal

Your completed application must be submitted via this online application form. Application submittals must include the following items:

1. -- Completed Application Form
2. -- At least two (2) Letters of Recommendation

Questions

Please direct questions to Liz Elliott, Recreation Supervisor, at (925) 556-4500 or email

---

First Name*

Iris

Last Name*

Shen

Street Address*

[redacted]

City* Dublin

State* California

Zip* 94568

Email Address*

[redacted]

Phone Number*

[redacted]

What high school are you currently attending?*

Dublin High School

What high school will you be attending in the 2023-2024 school year?*

Dublin High School

What grade (Junior or Senior only) will you be during the 2023-2024 school year?*

Junior

1. Why are you interested in serving on the Parks and Community Services Commission?*

If I could spend all of my weekends running, walking, and biking through Dublinâ€™s parks, I would do it. Iâ€™ve lived in Dublin for over ten years and completed all of my schooling here, and throughout my time living in Dublin, Iâ€™ve inevitably spent hundreds of hours in the parks, activities, and services offered by the city. Iâ€™ve probably seen every inch of the Iron Horse Trail and spent countless hours in camps at Shannon Community Center and playing in Emerald Glen, where I have made some of my closest friends. Weekly trips to the Farmerâ€™s Market and begging for honey straws were, albeit a little strange, highlights of my childhood. From camps to cultural learning to events, Iâ€™ve seen it all. Because of that, I want to give back to the places that have nurtured me. More than anything, I want to be able to make a real impact on the facilities in which I have spent so much of my timeâ€”and I firmly believe that I will be able to bring valuable, original ideas to the table when it comes to Dublinâ€™s Parks and Community Services. For example, I believe that more can be and should be done about getting Dublinâ€™s residents (and anyone else interested) to take the time to immerse themselves in the cityâ€™s culture and events that may not be as well known as major events like our Saint Patrickâ€™s Day celebration. As a member of Dublin High Schoolâ€™s orchestra, I would, for example, like to get even more people involved in and attending the Benefit Concert each year. In an increasingly digitally-oriented age, itâ€™s important that everyone makes an effort to stay connected and continue living healthy lifestyles. Personally, that can come in the form of hiking or biking along different trails or swimming at the Wave. In my experience, sports are a big part of many of my peersâ€™ lives, so Iâ€™d like to help make sporting equipment and facilities more accessible for those who may find it difficult to pay for equipment or access it in general. In addition, I would like to aid in facilitating more adult and family participation in fitness. Whatâ€™s more, Iâ€™ve already done my best to make personal contributions to the city, and I want to keep expanding such contributions. In the past year, Iâ€™ve undertaken a few art projects under the Parks and Community Services with temporary art projects, including the Utility Box Art and the â€œGo, Park, Readâ€ project, in an effort to add a splash of color to the city. Iâ€™ve also been able to use the Splatter festival as an opportunity to showcase my art, and I would like to help more young artists express themselves and make themselves known to the city. As an artist, Iâ€™m very aware of these art programs, some of which are open to high schoolers like myself, and I want to help extend both the programs and Dublinâ€™s knowledge of them. Overall, Iâ€™m interested in serving on the Parks and Community Services Commission in large part because I want to help shape the community that has helped shape me. I know firsthand how important it is to have opportunities offered to you by the city, so I would like not only to have a voice in extending those opportunities to others, but also to help encourage the city of Dublin to take advantage of the facilities and resources already offered, as well as create a positive change within those facilities.

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2. What is the most important contribution you can make to the Commission?*

I strive to bring exceptional creativity to any activity I pursue, and this is no different. It is a firm belief of mine that any well-constructed team needs to be composed of varied perspectives, and thatâ€™s why I think itâ€™s so cool that Dublinâ€™s councils and commissions have had youth representatives that can voice their own opinions. Because of this, I believe that as a self-proclaimed creative, I will be able to bring imaginative approaches to any of the issues or events that might be brought up. Regarding events specifically, I want to provide activities that will get more of Dublinâ€™s residents or visitors actively involved, and I believe that given the chance, I would be able to help create fun activities that spark the interest of many participants. Creativity can be applied in any number of ways. From designing art projects to looking at issues from a new perspective to diffusing a situation when it gets heated, creativity is necessary! On the Commission, I would be able to not only provide the perspective of a student but someone who has been very actively involved in activities offered by the Commission. Heritage, sports, culture, and arts are all aspects of Dublin that I have grown especially familiar with over the years, and I will be able to use my prior knowledge, not only to assess the current state of Dublinâ€™s recreational facilities but do so in a way that is fresh and innovative. Given extensive prior knowledge of Dublinâ€™s recreational facilities coupled with my deep personal involvement, I will use a creative methodology to ensure that all perspectives on a topic will be heard and considered. Thus, the most significant contribution I will make to the Commission is creativity, not only in perspective but in approach and execution.

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3. What knowledge do you have of the parks and recreational facilities in Dublin?*

Though I am most familiar with Emerald Glen park (mostly because I live closest to it), Iâ€™ve been to most of Dublinâ€™s parks over the ten years that I have lived here, including the new Don Biddle Park. I would say, though, that I am personally most familiar with Emerald Glen, the Fallon Sports Park, and Shannon Park, though at this point I feel like I know those parks better than I know my own house (and I would consider myself a master of the monkey bars if I do say so myself). In addition, I find it great that a lot of these parks have art installations in or around them, and I appreciate them a lot even if Iâ€™ve mostly grown out of playing at parks. When I was younger, I would often swim in sessions at the Wave and nowadays I often just go there to have fun with my friends in the summer. Though I am not the most avid swimmer, Iâ€™m always open to learning more about the Wave and other sporting facilities. My family also owns a dog, and we often go to the two dog parks here in Dublin, particularly the Dougherty Hills Dog Park, since thereâ€™s also a hiking trail that we can utilize. Iâ€™d actually like to help improve the quality of these dog parks with a few more constructs that the dogs might have fun using. On the topic of hiking, that is also something that Iâ€™ve gotten my fair share of experience and knowledge in. I donâ€™t personally bike as often, but I enjoy walkable trails throughout the city; for example, on weekends I hike with my family, most often along the Tassajara Creek Trail or Iron Horse Trail. Because of this, Iâ€™ve noticed areas where some of the pavement seems uneven and places that seem very well-maintained. I've also noticed that despite guidelines, some people have not always been the most respectful of the nature of our city, and thus I would like to help motivate eco-friendliness within Dublin. In addition to these, Iâ€™ve also been to Heritage Park and Museums a fair number of times, and Iâ€™m always interested in learning more. Iâ€™ve also, more recently, been keeping up with future developments, and Iâ€™m very interested in seeing Dublin open up our own Cultural Arts Center. I would say that my knowledge encompasses most of Dublinâ€™s parks and recreational facilities, past, present, and future; but even then, Iâ€™m still learning more about our city and its activities every day!

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4. What knowledge do you have of the programs offered through the Parks and Community Services Department? Have you ever participated in a program (such as J.A.W.S., Dublin L.E.A.D., J.L.P., Youth Advisory Committee - YAC) or class offered by the Parks and Community Services Department? *

As an artist myself, I feel as if I am most aware of the art programs offered to both high school and professional artists by Parks and Community Services, but that doesnâ€™t diminish my knowledge of other programs that have been provided. I mentioned before that I worked under the cityâ€™s temporary public art program, so that is something Iâ€™m confident about in my personal knowledge. Iâ€™m also familiar with youth programs offered by the Commission; I currently serve under the Mayorâ€™s Council, which is not directly facilitated by the Parks and Community Services, but runs, I believe, in a similar way to the Youth Advisory Committee and other such programs in that it is primarily student-run, and the YAC is actually a program that Iâ€™m very interested in. Although I have not yet participated in any of the programs mentioned, I have a good base knowledge of how each of them operates, and as Iâ€™ve said before, Iâ€™m eager to continue learning about these programs. In terms of classes, Iâ€™ve definitely spent a few summers in swimming classes offered by the department, and Iâ€™m aware of the different Cultural Arts programs that have been offered here in Dublin. I would also consider myself to know quite a bit about the programs and activities that Dublin offers, especially during summer, in which I have previously participated in everything from filmmaking to dance camps. As someone who has a younger sibling, I am also aware of some of the preschool and after-school programs that are offered by the Commission.

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5. What school and/or extracurricular activities are you currently involved in or will be involved in during the 2023-2024 school year, and will you be able to regularly attend the monthly meetings?*

I currently serve under the Mayor's Council and am hoping to return for a second term, and I'm also a member of Dublin High's Science Olympiad Team and am currently the club's Public Outreach/Relations Officer. I am also still involved in art projects and art classes, but none of these extracurriculars should have any time conflicts with the Commission's meetings every month. I have no doubt that I will be able to regularly attend the monthly meetings, if not all of them, if no issues arise.

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6. Have you recently attended a YAC or other Dublin Commission or City Council meeting? If yes, what was the meeting date and what was the outcome of the item(s) you were interested in?

Though I have not recently attended a meeting of Dublin's city councils, but I have been keeping up with the meeting summaries online; I found myself interested in the meeting on February 27 of this year and it was great to hear that the library has been getting more foot traffic lately.

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6. Provide at least two (2) Letters of Recommendation from non-family members (i.e. employer, counselor, teacher, coach, etc.). The Letters of Recommendation must be signed. You can upload your Letters of Recommendation using the file upload link below.

Upload 1st Letter of Recommendation (required)

hrecommendation.pdf

Upload 2nd Letter of Recommendation (required)

tprecommendation.pdf

Upload 3rd Letter of Recommendation (optional)

Choose File No file selected

Application materials must be submitted via this online application form. The application deadline is 5:00 PM, Friday, March 24, 2023. Applications or letters of recommendation will not be accepted after the deadline.

DUBLIN
CALIFORNIA
THE NEW
AMERICAN
BACKYARD

March 2023

To Whom It May Concern;

I have had the pleasure of working with Iris on a few projects related to public art with the City of Dublin. She has always approached her projects in a professional manner. She is well organized and quickly responds to questions and inquiries. On each project that I have worked with her I have seen her take initiative and ask questions, she does her research ahead of time to prepare, and has good communication throughout. She has always met her deadlines with her paperwork and delivering her final products.

I am writing this letter of recommendation for Iris Shen with full confidence that she will do a great job in any endeavors she pursues.

If you have any further questions regarding Iris Shen, please feel free to contact me.

Tyler Phillips
Recreation Supervisor
City of Dublin
[redacted]

City Council
925.833.6650
City Manager
925.833.6650
Community Development
925.833.6610
Economic Development
925.833.6650
Finance/IT
925.833.6640
Fire Prevention
925.833.6606
Human Resources
925.833.6605
Parks & Community Services
925.833.6645
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925.833.6630

100 Civic Plaza
Dublin, CA 94568
P 925.833.6650
F 925.833.6651
www.dublin.ca.gov

DUBLIN HIGH SCHOOL

8151 VILLAGE PARKWAY, DUBLIN, CA 94568 - 925.833.3300 - FAX 925.833.3344

DHS.DUBLINUSD.ORG

March 16, 2023

To Whom It May Concern:

It is with great pleasure and confidence that I recommend Iris Shen. What I admire most about Iris is her quiet confidence. In a class with a great deal of booming personalities, Iris stands out with her thoughtful analysis and ability to inform without raising her voice. Iris is what we want our leaders to be. She is intelligent, focused, and compassionate.

Iris has the social skills and discipline necessary to work well with other students in collaborative groups. On many occasions I noticed that her help was welcomed by other less sure students in these settings. She works effectively in groups, taking leadership roles, always insisting on sharing and completing thoughtful work- skills and abilities that will serve her well in future academic and workplace settings.

Iris is not only self driven in her academics, she is also a talented writer. With her combination of intellectual skills, motivation and social maturity, she will flourish as a leader.

I give Iris my wholehearted recommendation.

Sara Hollison

Sophomore Advanced English Teacher

Teacher Librarian

Dublin High School

[redacted]

Agenda Item 6.1

STAFF REPORT

CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Adoption of Rates for Garbage Collection, Disposal, and Recycling Services Provided by Amador Valley Industries and Establishing the 2023-24 Annual Assessment

Prepared by: Jay Baksa, Assistant Administrative Services Director

EXECUTIVE SUMMARY:

The City Council will consider adopting two separate resolutions establishing the garbage rates effective July 1, 2023 and establishing the Fiscal Year 2023-24 refuse-related property tax assessment. The proposed rates include the costs associated with the implementation of California State Senate Bill (SB) 1383, which created regulations to increase the diversion of organic waste from landfills.

STAFF RECOMMENDATION:

Conduct a public hearing, deliberate, and adopt the **Resolution** Approving and Establishing the Collection of Minimum Residential Garbage and Recycling Service Fees for Fiscal Year 2023-2024; and adopt the **Resolution** Amending the Schedule of Service Rates for Integrated Solid Waste Services.

FINANCIAL IMPACT:

The annual rate calculation for Fiscal Year 2023-24 will result in a 4.85% increase to all rates. The residential garbage and recycling service fees, which are collected on the Property Tax bill as an annual assessment, will increase by $1.97 per month on the required residential 32-gallon can to a total of $42.53 per month. The proposed Dublin commercial rate increases vary based on the service level selected. The proposed rate of $206.36 represents the average service level for a one-yard bin collected once per week.

DESCRIPTION:

Background

In January 2005, the City executed an agreement with Amador Valley Industries, LLC (AVI) for service that began July 1, 2005 and continued to June 30, 2020. On June 16, 2020, the City Council approved an Amended and Restated Agreement with AVI, which extended the term to 2035, addressed capital equipment replacement needs, and started incorporating local and state requirements. In addition, as part of the amendment, a new rate model approach was agreed to that addresses annual rate adjustments, component cost separation, and regular financial reviews, to help deal with the volatility of the market in which haulers now operate.

California State Senate Bill (SB) 1383

The rate adjustment for Fiscal Year 2022-23 included two separate adjustments: the annual rate adjustment, and an adjustment to incorporate the costs associated with implementing the requirements of SB 1383, which among other changes created regulations to increase the diversion of organic waste from landfills and increased the reporting requirements for the City and AVI. As a result of these additional services and reporting requirements, the City and AVI, consistent with their obligation to "negotiate in good faith a reasonable and appropriate compensation adjustment," have been meeting over the past year and a half to determine the best and most cost-effective way to implement these requirements. These discussions have resulted in a proposed amendment to the agreement, which has been agreed to in principle by the parties and is in final review by the City Attorney's Office and AVI's counsel. These reviews have taken significantly longer than originally anticipated due to the complexity of both the agreement and the requirements of SB 1383. The amendment will be presented to the City Council at a future meeting for approval. The agreed-upon costs continue to be incorporated into the rates for Fiscal Year 2023-24, as the terms of the proposed amendments were implemented starting in the prior fiscal year.

Annual Rate Adjustment

The current garbage rates became effective July 1, 2022. The agreement with AVI provides a process for addressing the compensation generated from all rate classes on an annual basis and establishes a total annual revenue requirement for AVI with the City retaining responsibility for establishing the rates for all categories. The agreement also contains a provision that rates must be reasonably forecasted to provide AVI with an appropriate level of compensation based on a formula detailed within the Agreement. The forecasting methodology compares customer counts between the two most recent calendar years to calculate revenue generation based on the level of services provided multiplied by the appropriate rates. Rates are adjusted as appropriate across all service sectors to meet the calculated revenue requirement as set forth by the rate model.

As required in the agreement, the City has provided AVI with information showing the rate calculations and assumptions. Section 5.13.1 states "...the final decision of the rate structure rests solely with the City." The proposed rate structure for Fiscal Year 2023-24 is estimated to meet the compensation requirement of $28,197,054. This compensation is possible as a result of a proposed 4.85% average increase to all categories. A detailed description of the methodology required by the Agreement is included as Attachment 4.

FY 2023-24 Adjustment

Attachment 5 provides a detailed comparison of the proposed rates to the current rates for service levels that represent a majority of the subscribers in the City. The proposed rates would be effective July 1, 2023.

Competitiveness of Dublin Rates with Neighboring Agencies

Historically, Staff has included a comparison of the Dublin rates compared to rates charged for similar services in surrounding communities. This comparison has focused solely on the garbage rates, as historically, recycling and organic waste were seen as smaller, complimentary services. This is no longer true with the implementation of SB 1383, as well as other regional and statewide laws. Looking specifically at garbage rates no longer offers a clear "apples-to-apples" comparison. For example, Livermore now charges recycling at 80% of the garbage rate, Castro Valley at 71% the garbage rate, and San Ramon at 50%, whereas Dublin charges 25%. The same pattern is now occurring with Organic Waste, in which Dublin charges 50% of the garbage rate and Castro Valley charges 141% of the garbage rate, but as regulations change and options for disposal become more limited these services have become more expensive and cities are adjusting for that reality.

Overall, Dublin remains competitive, and the services offered are at least comparable to, and are often better than, the surveyed cities especially when factoring the type of service (garbage, recycling, organics, etc.), that is being provided. The current three-agency comparison is included as Attachment 6, and like last year, Staff has included Castro Valley Sanitation District as part of the average calculation in place of Pleasanton to evaluate service areas that offer similar services. The Pleasanton costs and cost structure have become an outlier in the Tri-Valley, and when incorporating their costs into an "area average" they made it appear that Dublin was significantly higher, when in fact Dublin was very competitive with the other two cities included (Livermore and San Ramon). Pleasanton's costs have been included for reference only but are not included in the three-agency average calculation.

Minimum Residential Garbage Service

All properties in the City are required to subscribe and have a weekly minimum garbage service (Dublin Municipal Code Section 5.32). This minimum service includes weekly curbside collection of a 32-gallon garbage container; up to two organic waste carts, including food scraps (96 gallons each); up to two recycling carts (96 gallons each); recycling collection of used oil and filters; an annual household hazardous waste drop-off event; and three on-call bulky waste pick-ups per year. Residents desiring larger garbage carts are billed directly by AVI for the incremental rate difference. The City pays AVI for the service cost of the minimum residential service with monies collected from the property tax bill.

The City Council will need to establish the annual fee, which is collected with the property tax bill for residential properties, separately from the rates for other levels of service. The proposed fee for basic residential service for Fiscal Year 2023-24 is $510.36, which is collected in two installments on the property tax bill. This equates to $42.53 per month, which is $23.64 per year ($1.97 per month) more than the rate levied in Fiscal Year 2022-23, as shown here:

Historical Annual Fee for Minimum Garbage Service Collected with Property Tax Bill

2021-22	2022-23	Proposed 2023-24	Annual Change	Monthly Change
$460.68	$486.72	$510.36	$23.64	$1.97

This base rate includes $0.45 per month to cover the cost associated with the collection being included on the property tax bill. These funds are not paid to AVI but are retained by the City to offset the administrative cost in preparing the tax roll. In addition, the cost of collection and delinquencies for the basic service is expected to be covered by prior year fund balance, penalties and prior year taxes collected by the County Tax Collector, and interest on funds held prior to payment to the AVI.

Included in this Staff Report (Attachments 1-3) are the annual resolutions that, with City Council adoption, will establish the solid waste collection rates and the required minimum level of garbage service for the next fiscal year. While the proposed amendments to the agreement have been agreed to in principle and are in final review by the City Attorney's Office and AVI's counsel, City Staff, AVI, and HF&H, the City's SB 1383 consultants, are continuing to meet. As with any new program as large as SB 1383, the actual costs of implementation may change, and any addition fee adjustments, if necessary, will be included in future rate adjustments.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

A notice was placed in the East Bay Times on May 27, 2023 and June 3, 2023, notifying the community of the City Council's consideration of the proposed rates, and the City Council Agenda was posted.

ATTACHMENTS:

1) Resolution Approving and Establishing the Collection of Minimum Residential Garbage and Recycling Service Fees for Fiscal Year 2023-24
2) Resolution Amending the Schedule of Service Rates for Integrated Solid Waste Services
3) Exhibit A to the Resolution – Proposed Adjustment to Garbage Company Rates
4) Methodology used for Fiscal Year 2023-24 Annual Garbage Rate Adjustment in Accordance with Agreement Between City of Dublin and Amador Valley Industries
5) Proposed vs. Current Rates
6) Local Area Rate Comparison

RESOLUTION NO. XX - 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

APPROVING AND ESTABLISHING THE COLLECTION OF MINIMUM RESIDENTIAL GARBAGE AND RECYCLING SERVICE FEES FOR FISCAL YEAR 2023-2024

WHEREAS, the City of Dublin is mandated by the State of California, under AB 939 and SB 1016, to reduce the amount of solid waste going into the landfill; and

WHEREAS, through the Mandatory Garbage Subscription Ordinance and other means, the City of Dublin is taking a proactive stance to meet the State Mandated Goals; and

WHEREAS, the goal of the Mandatory Garbage Subscription Ordinance is to protect the health and welfare of the community, to provide recycling services to all residential property owners, and to equally share the costs of these programs by mandating that every residence contributes towards the cost of the service made available; and

WHEREAS, minimum service includes service described in the current Agreement with the franchised waste hauler, Amador Valley Industries (AVI); and

WHEREAS, the City Council has considered this action as part of a noticed public hearing on June 6, 2023.

NOW, THEREFORE, BE IT RESOLVED that, the City Council of the City of Dublin does hereby approve and establish the collection of minimum residential services fees by the City on the property tax bill as shown in **Exhibit A**, which is attached hereto and hereby incorporated by reference.

BE IT FURTHER RESOLVED that City Staff are hereby authorized to undertake all administrative tasks to implement the assessments, including, but not limited to an agreement with Alameda County for collection, which may provide payment to Alameda County of its reasonable costs of collection not to exceed 1.7% of the total amount levied.

{Signatures on the following page}

PASSED, APPROVED AND ADOPTED this 6th day of June, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

City of Dublin
RESIDENTIAL MINIMUM GARBAGE / RECYCLING SERVICES
(Collected With Residential Property Tax Bills)

Basis of Fees

The City has negotiated a multi-year agreement with Amador Valley Industries (AVI) requiring a rate adjustment to the residential minimum garbage/recycling services collected with the property tax bills. The current annual fee of $486.72 per year will increase $23.64 for a total of $510.36 for Fiscal Year 2023-2024. The annual assessment equates to a monthly increase of $1.97, from $40.56 to $42.53. The Amended and Restated Agreement with AVI sets the compensation for the Agreement Year that begins July 1, 2021 and provides for annual adjustments to the rates based upon annual changes in three separate indices, two of which are maintained by the Bureau of Labor Statistics (Refuse Rate Index), plus pass-through disposal costs, for waste, recyclables and organics. The three indices account for cost changes in the following categories: growth in services; labor; and all other costs. In addition, the Agreement allows for a third-party administrator to review costs and revenue every three years to confirm reasonableness and to ensure that an industry standard level of operating margin in being maintained by AVI.

In order to determine the fee, the City estimates the total revenue required to pay AVI for the Minimum Service to all residential units that are eligible to use the service, according to the terms of the agreement. The specific factors considered in this calculation include the following components: the residential rate for Minimum Service; estimated number of housing units affected by the fee; costs associated with the collection of the fee as part of the Property Tax Bill; estimated delinquencies; estimated revenues from late payments and interest earnings; and funds available from collections in a prior year.

Affected Parcels

Chapter 5.32 of the Dublin Municipal Code requires the protection of the health, safety, and welfare of the community by requiring that all parcels obtain minimum weekly garbage service. Residential housing units are billed for the cost of Minimum Garbage Service, which is included with the annual property tax bill. This fee only applies to residential units which have individual garbage containers and are not serviced by central bins. This does include duplexes and other attached housing types, which receive individual service.

Households subject to this fee, which only receive Minimum Service, will not be billed by the Garbage Company. Amador Valley industries will bill customers each quarter for additional services, if a household selects weekly garbage collection of a container larger than the 32-gallon container included in the Minimum Service Level.

Services Provided By the Fee

Minimum service includes weekly curbside collection of: one 32 gallon garbage container; up to two 96 gallon organic waste carts; up to two 96 gallon recycling carts;

used oil and filters; an annual household hazardous waste drop off event; and three on-call bulky waste pick-ups per year.

Amount of the Fee

The annual amount of the assessment includes the cost of collection as well as the cost of services over the entire year. The City makes the payment to Amador Valley Industries based upon the current rate allowed for Minimum Residential Service.

TYPE OF HOUSING UNIT	ANNUAL FEE
Each Single Family Residence	**$ 510.36**
Each Condominium / Townhouse Unit	**$ 510.36**
Each Duplex (2 Units)	**$ 1,020.72**
Each Duplex (5 or More Units)	**$510.36 times the number of units**

RESOLUTION NO. XX - 23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUBLIN

AMENDING THE SCHEDULE OF SERVICE RATES FOR INTEGRATED SOLID WASTE SERVICES

WHEREAS, the City of Dublin executed a Collection Service Agreement with Amador Valley Industries (AVI) on January 12, 2005; and subsequently executed five amendments to the agreement; and

WHEREAS, the Agreement requires the City Council to adopt a rate schedule, which is estimated to produce a specified revenue amount as identified in the Agreement; and

WHEREAS, the City Council adopted the initial rate schedule with Resolution 68-05 at a noticed public hearing on May 3, 2005 and the Agreement provides that the City Council is responsible for establishing all rates; and

WHEREAS, on September 10, 2020, the City of Dublin executed an Amended and Restated Collection Service Agreement (Amendment) with Amador Valley Industries (AVI) extending the Collection Service Agreement for another 15-year term; and

WHEREAS, the Amendment with AVI provides for an adjustment to the rates each July 1st in accordance with specified formulas; and

WHEREAS, the State of California passed Senate Bill (SB) 1383, requiring among other rules and regulations, the need to reduce the amount of organic waste being disposed in landfills, as well as an increase in the reporting requirements documenting these efforts; and

WHEREAS, the parties anticipated in the Amendment that SB 1383 would require rate increases to reflect additional costs incurred by AVI arising from SB 1383, and it required the parties to negotiate in good faith on a rate adjustment. The City has met and conferred with AVI, to develop programs and costs to comply with SB 1383, which are included in the required rates; and

WHEREAS, the City has calculated the required rate adjustment necessary to generate the agreed to compensation and applied not more than a 4.86% adjustment to the residential, commercial, roll-off, and other collection service rates and construction and demolition debris rates; and

WHEREAS, on June 6, 2023, the City Council conducted a noticed public hearing prior to the adoption of the new rate schedule.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dublin does hereby adopt the Rate Schedule attached hereto, marked **Exhibit A** and by reference made a part hereof.

BE IT FURTHER RESOLVED that, while AVI may not charge a rate for these services in excess of the established rates, nothing shall prohibit AVI from charging a rate less than the established amount.

BE IT FURTHER RESOLVED that, upon the effective date, July 1, 2023, this resolution shall supersede all previous resolutions adopting rates for solid waste services, and the rates adopted by this resolution shall continue from year to year.

PASSED, APPROVED AND ADOPTED this 6th day of June 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Mayor

ATTEST:

_____
City Clerk

2023/2024 PROPOSED ADJUSTMENT TO GARBAGE COMPANY RATES

Affected Parcels

Chapter 5.32 of the Dublin Municipal Code requires for the protection of the health safety and welfare of the community that all parcels obtain minimum weekly garbage service. Amador Valley Industries, Inc. is the authorized garbage collection and disposal firm operating within the City. The agreement between the City of Dublin and Amador Valley Industries, Inc. provides that the City shall adopt a rate schedule which is estimated to allow the Company to achieve a fixed amount of annual revenue. Therefore, the adoption of these fees will affect all parcel owners. Rates are effective July 1, 2023.

Basis of Fees

The City has negotiated a multi-year agreement with Amador Valley Industries, Inc. The Company may request a change in rates based upon a formula which includes: changes in the Refuse Rate Index; Increased Regulatory Fees; and changes in the total tons delivered to the Landfill. In addition the Company may under specifc criteria request an extraordinary adjustment. The additional costs of each of these components has been allocated to the three classes of service: Residential; Commercial Bin Service; and Drop Box/Compactor.

RESIDENTIAL RATES

Company Minimum Residential Collection Rate: Applies separately to each single family unit as well as each unit within a duplex or other attached housing, which receives individual garbage collection services. The rate applies to the initial 32 gallons of garbage capacity, including once per week collection and disposal; Weekly Curbside Residential Recycling; and Weekly Curbside Green Waste Recycling; Large Item Collection Service; and access to an Annual HHW drop-off event. All containers are provided by the Company**.**

Minimum Monthly Rate : **$ 42.53** (Rate includes $0.45 retained by City for preparing tax roll / collection.)

Residents may select a larger garbage container for an additional fee which is shown below:

64 Gallon Garbage Container:	**Minimum Cost Plus**	**$35.59**	**per month**	**(Total =**	**$ 78.12**	**per month)**
96 Gallon Garbage Container:	**Minimum Cost Plus**	**$71.19**	**per month**	**(Total =**	**$ 113.72**	**per month)**

Second Container: Residents may request a second garbage container which will be charged at the same rate as a first container based on the size requested.

Additional Large Item Collection: Residents may request additional large item collection services for a fee of : **$ 27.96** per Cubic Yard

COMMERCIAL AND MULTI-FAMILY BIN SERVICES (FRONT-END-LOADER)

Commercial Can Service: Offered at locations unable to accommodate a commercial bin or with volumes deemed insufficient to utilize a commercial bin. Monthly rate includes bin rental and once per week collection and disposal.

32 Gallon Container: **$48.23** **64 Gallon** Container: **$88.58** **96 Gallon** Container: **$128.83**

Commercial Bin Service Rates

Rates shown on the following page are monthly rates based upon bin size and frequency of service. Rates include collection, disposal, and bin rental.

Size # Yards	# Times Per Wk	Base Monthly Rate	Size # Yards	# Times Per Wk	Base Monthly Rate
1	1	$206.36	4	1	$825.44
1	2	$464.07	4	2	$1,702.23
1	3	$721.78	4	3	$2,579.02
1	4	$979.49	4	4	$3,455.81
1	5	$1,237.20	4	5	$4,332.60
1	6	$1,494.91	4	6	$5,209.39
2	1	$412.72	6	1	$1,238.16
2	2	$876.79	6	2	$2,527.67
2	3	$1,340.86	6	3	$3,817.18
2	4	$1,804.93	6	4	$5,106.69
2	5	$2,269.00	6	5	$6,396.20
2	6	$2,733.07	6	6	$7,685.71
3	1	$619.08	7	1	$1,444.52
3	2	$1,289.51	7	2	$2,940.39
3	3	$1,959.94	7	3	$4,436.26
3	4	$2,630.37	7	4	$5,932.13
3	5	$3,300.80	7	5	$7,428.00
3	6	$3,971.23	7	6	$8,923.87

Organic material is charged at 50% of the Commercial Service rate.
Recycled Material is charged at 25% of the Commercial Service rate.

OTHER COMMERCIAL SERVICES: Rates for additional requested services.

Container Push:	$ 18.80	
Lock & Key:	$ 11.29	
Excess Waste (Cu. Yd):	$ 61.61	per Cubic Yard
Excess Cart Exchange:	$ 18.80	
Excess Bin Exchange:	$ 75.10	
Excess Bin Cleaning:	$ 93.81	

SMALL COMPACTOR SERVICE: Rates for small compactors serviced as a commercial account on a regular route shall be billed by container size at the rate of two times the stated rate above for loose garbage.

HANDY HAULER:- One-time placement and collection of a 4 cubic yard bin, including one week container rental filled no higher than water level: **$270.00**

Additional Bin Rental Per Week: **$62.39** Per Week **Cost For Additional Dump:** **$195.73** Per Pick-up
Excess Per Yard If Filled Above Water Level **$61.61** **Per Cubic Yard**

DROP BOX / COMPACTOR RATES: Cost shown is on a per pick-up basis and is based upon the load not exceeding water level (Excess is charged the same rate). Additional Miscellaneous charges may also apply.

Rate Per Cubic Yard: **Non-Compacted:** **$58.07** **Compacted:** **$116.14**

Organic material is charged at 50% of the non-compacted or compacted rate as appropriate.

MISCELLANEOUS DROP BOX CHARGES

Relocation of Drop Box	**$159.59**	Per Request
Weekly Drop Box Container Rental - After 1st Week	**$62.39**	Per Week
Cancel Auto Pick-up Without Notice	**$201.04**	Per Event
Handy Hauler Extra Week Rental	**$62.39**	Per Week
Standby Time	**$262.03**	Per Hour

CONSTRUCTION & DEMOLITION (C&D) DEBRIS BOX SERVICES

C&D Debris Box Service: Costs shown are on a per pick-up basis

Material Type	Cubic Yards	Rate
Concrete & Asphalt		
Per Yard Clean		$130.57
Clean	6	$783.42
Mixed	6	$937.61
Cardboard		
Per Yard Clean		$26.12
Clean	20	$522.40
Clean	30	$783.60
Clean	40	$1,044.80
Dirt		
Clean	6	$782.97
Mixed	6	$937.61
Drywall		
Per Yard Clean		$62.49
Clean	20	$1,249.80
Wood		
Per Yard Clean		$26.12
Clean	20	$522.40
Clean	30	$783.60
Clean	40	$1,044.80

Material Type	Cubic Yards	Rate
Front End Loader		
Per Yard		$51.24
Mixed	4 (1/2 Full)	$102.48
Mixed	4	$204.96
Mixed	6 (1/2 Full)	$153.72
Mixed	6	$307.44
Mixed	7 (1/2 Full)	$179.34
Metal		
Metal	20	$609.21
Metal	30	$696.25
Metal	40	$870.34
Stucco		
Per Yard Clean		$130.57
Clean	6	$783.42
Mixed	6	$937.61
Mixed C&D		
Per Yard		$53.97
Mixed	15	$809.55
Mixed	20	$1,079.40
Mixed	30	$1,619.10
Mixed	40	$2,158.80

METHODOLOGY USED FOR FISCAL YEAR 2023-2024 ANNUAL GARBAGE RATE ADJUSTMENT IN ACCORDANCE WITH AGREEMENT BETWEEN CITY OF DUBLIN AND AMADOR VALLEY INDUSTRIES

Report Submitted To: City Council June 06, 2023
Prepared By: Jay Baksa, Assistant Administrative Services Director

How Adjustment Factors Are Applied to Elements That Comprise Total Compensation

Annually, there is a process established where a revised total compensation figure is developed. This calculation takes into consideration changes in the number of accounts serviced as well as adjustments to eight elements.

1. Collection Compensation Element
2. Commercial Recycling Incentive Element
3. Disposal Compensation Element
4. Container Compensation Element
5. Recyclable Material Diversion Compensation Element
6. Organic Waste Diversion Compensation Element
7. Vehicle and Administration Element
8. Fee Compensation Element

1. Methodology for Adjusting Rates to Reflect Changes In Collection Costs

The Amendment with AVI contains a very detailed methodology for incorporating economic changes into the annual rate adjustments. Specifically, two calculations are made as part of a larger formula. The first is the Refuse Rate Index Adjustment (RRI) and the second an Annual Growth factor.

Steps Required to Calculate the RRI Factor

The weighted RRI factor cannot exceed 10%, and it is calculated based on the weighted percentage change in specific indices multiplied by the costs associated with key company expenses. The following tables provide a summary description of how these factors are interrelated:

STEP 1: INDICES USED IN RRI CALCULATION

Operating Cost Category	Index Used (To Produce A Weighted Adjustment)	% Index Change @ 12/31/2022
LABOR	Labor - Teamsters Union Local 70 Contract	5.13%
VEHICLE MAINTENANCE	Machinery & Equipment-Parts, Attachments and Accessories (wpu11440378)	12.28%
ALL OTHER	Consumer Price Index - All Urban Consumers: San Francisco-Oakland-Hayward, CA (CUURS49BSA0)	5.60%

The Company provides the City with their expenditures in each of these areas over Calendar Year 2022. These costs are AVI expenses and exclude disposal costs or fees paid to the City. The total costs for the year are used to determine the weighting to be applied for each of the indices. The following table shows the actual weighting used in the FY 2023-2024 calculation.

METHODOLOGY USED FOR FISCAL YEAR 2023-2024 ANNUAL GARBAGE RATE ADJUSTMENT IN ACCORDANCE WITH AGREEMENT BETWEEN CITY OF DUBLIN AND AMADOR VALLEY INDUSTRIES

Report Submitted To: City Council June 06, 2023
Prepared By: Jay Baksa, Assistant Administrative Services Director

STEP 2: RRI WEIGHTING FACTOR BASED ON RELATIONSHIP TO TOTAL COSTS

Operating Cost Category	AVI $ reported	% Total Expenses (Weighting Factor)
LABOR	$6,001,598	42.34%
VEHICLE MAINTENANCE	$3,322,156	23.44%
ALL OTHER	$4,849,802	34.22%
TOTAL	**$14,173,556**	**100%**

As mentioned earlier, these factors are applied on a weighted basis. The index factor for each cost category is multiplied by the weighting factor. The result will produce the RRI, which per the agreement cannot exceed 10%. The following table shows the FY 2023-2024 results:

STEP 3: RRI CALCULATION (CANNOT EXCEED 10%)
[Index Change multiplied By Weighting Factor]

Operating Cost Category	% Index Change @ 12/31/2022	% Total Expenses (Weighting Factor)	RRI Index Change x Weighting Factor
LABOR	5.13%	42.34%	2.17%
VEHICLE MAINTENANCE	12.28%	23.44%	2.88%
ALL OTHER	5.60%	34.22%	1.92%
TOTAL			**4.76%**

Steps Required to Calculate the Annual Growth (AG) Factor
The AG factor uses a formula that compares revenue at two points in time. The “Beginning Calculated Revenue” equals the current rates multiplied by the census as of the beginning of January 2022. This is compared to the “Ending Calculated Revenue”. The Ending Calculated Revenue is equal to the current rates multiplied by the December 2022 number of accounts served. The adjustment reflects increases in the number of billed units served. The methodology is relatively straight forward. The Agreement with AVI included an exhibit which lists various service events. For example, it included the number of single family basic service units, number of commercial bins by size, and frequency of service, etc. These are then multiplied by the appropriate monthly rate. Residential service is a bundled rate for recycling and garbage and, therefore, recycling is not included in the calculation. Moreover, each single family unit is calculated at the Basic Rate regardless of whether they may have

multiple recycling or green waste bins. For the purpose of calculating growth, commercial recycling bins are considered to have the same rate as commercial garbage bins with the increase in bins from year to year factored within this formula.

For the FY 2023-2024 adjustment, the Agreement provides for the calculation to be done based on the actual collection census data as of January 2022 and as of December 2022. The rates used for this comparison are the rates in effect on July 1, 2022.

The FY 2022-2023 calculation showed that the "Beginning Calculated Revenue", or the revenue collected by AVI for all services provided for that month, was $2,874,833 and the "Ending Calculated Revenue" was $2,956,141. This results in a FY 2023-2024 Annual Growth Factor of 2.83%. [$2,956,141 - $2,874,833 = $81,308; $81,308/$2,874,833 = 0.0283]. Per Section 5.05.1.2 of the Agreement, if the percentage change is negative, that year's Annual Growth Factor is set at 0%.

Application of RRI and AG to Collection Compensation Element
The FY 2023-2024 Collection Compensation Element as calculated was $15,770,698. In accordance with the Amended and Restated Agreement, the total Collection Compensation Element is broken into two amounts. 1) The amount that is to be included as part of the annual rate adjustment $13,573,701 (Adjusted Amount) 2) The amount that will not be adjusted annually and will be set at $840,000 for the term of the Amendment. (Set Amount). The Adjusted Amount is first adjusted by the AG Factor [$13,573,701 * (1+.0283) =$13,957,837] and then that total is escalated by the RRI factor. [$13,957,837* (1 + .0697) = $14,930,698]. The Adjusted Amount is then added to the Set Amount ($14,930,698 +$840,000 = $15,770,698). This amount then flows into the projected total compensation shown in Section 9 of this report.

2. Methodology for Adjusting Commercial Recycling Compensation

The City has agreed to provide a compensation amount to AVI for the City's Commercial Recycling Program. This amount is escalated each year by the RRI factor, which is calculated as described above, and the growth in commercial recycling tonnage. As part of the negotiation for the Amended and Restated Agreement, the City and AVI, agreed that this element would be reset, in which a $607,266 credit is applied to the annual compensation amount as described below. The FY 2022-2023 Commercial Recycling Compensation Element final calculation was the following ($850,760 - $607,266 = $243,494).

The commercial recycling growth is calculated based on the total tonnage at the end of each calendar year over the total tonnage for the previous. In years where the total tonnage has decreased, the growth factor is set at 0%. For Calendar Year 2022, the total recycling tons collected was 3,224.51. In 2021, AVI collected 3,454.19. This results in a decrease of 6.65%

(3,224.51 – 3,454.19 = (229.68); (229.68) / 3,454.19 = (6.65%)). Thus, the Commercial Recycling Growth Factor is 0.00%, as discussed above, which is added to the RRI factor with the combination of the factors used to inflate the previous year's Commercial Recycling Program compensation amount (0.0000 + 0.0697 = 0.0697; $850,760 * 0.0697 = $59,298; $850,760 + $59,298 =$910,058). ($910,058 - $607,266 = $302,792) This amount then flows into the projected total compensation shown in Section 9 of this report.

3. Methodology for Adjusting Rates to Reflect Changes in Landfill / Disposal Costs

Landfill disposal costs are established under a separate agreement between the City of Dublin and Waste Management, Inc. AVI is required to use the disposal facility designated by the City. AVI makes the payments for disposal costs and pays the price negotiated by the City under the separate agreement with Waste Management. Since these are expenses incurred by AVI, these costs must also be considered in setting the rates. The landfill component has the following two factors that impact the rates: 1) Tip Fee Factor, and 2) Annual Tonnage Factor.

Approved Tip Fee(ATF) Factor

In FY 2022-2023, the cost per ton for landfill fees will increase by $0.98 per ton as provided in the disposal agreement with Waste Management, the increase for disposal is $0.86 and $0.12 is due to increases in governmental fees. Therefore, the total disposal cost for FY 2023-2024 will be $45.55 per ton. Of this amount, $20.01 (43.9% of the per ton fee) is related to regulatory fees and $25.54 reflects the portion paid to Waste Management for landfill services.

The portion paid to Waste Management can increase only as provided in a Disposal Agreement between the City and Waste Management. The regulatory fees are levied by other agencies such as StopWaste.Org; County Local Enforcement Authority; California Department of Resources Recycling and Recovery; Household Hazardous Waste Fees; County Business License; etc. This results in an ATF Factor of 2.20%. [2023 Rate = $45.55/ton and 2022 Rate = $44.57/ton → 45.55 - 44.57= 0.98; 0.98/44.57 = 0.0220].

Annual Tonnage (AT) Factor

The tonnage increase for the FY 2022-2023 adjustment is based on disposal reports for the period January 1, 2022 – December 31, 2022- and is the summation of the monthly tonnages over this period. This amount is then compared against the previous year's disposal tonnage. The total disposal in 2022 was 29,200.37 tons, and in 2021, it was 30,187.61 tons. This results in an AT Factor of -3.27%. [29,200.37 - 30,187.61= -987.24; -987.24/ 30,187.61 = -0.0327].

METHODOLOGY USED FOR FISCAL YEAR 2023-2024 ANNUAL GARBAGE RATE ADJUSTMENT IN ACCORDANCE WITH AGREEMENT BETWEEN CITY OF DUBLIN AND AMADOR VALLEY INDUSTRIES

Report Submitted To: City Council June 06, 2023
Prepared By: Jay Baksa, Assistant Administrative Services Director

Application of ATF and AT Factors to Disposal Compensation Element
The Landfill Compensation Element was $1,345,788 in 2022. In accordance with the Agreement, this amount is first adjusted by the Annual AT Factor [($1,345,788 * -0.0327 = -$44,007) + $1,345,788 = $1,301,781] and then that total is escalated by the ATF factor. [($1,301,781 * 0.0220 = $28,639) + $1,301,781 = $1,330,420]. This amount then flows into the projected total compensation shown in Section 9 of this report.

4. Methodology Addressing Container Compensation Element

This element represents the amortized cost of carts and bins over the life of the agreement. The allowed amount is modified by the AG factor. As noted above, this factor was calculated at 2.83% for the FY 2023-2024 adjustment. For the FY 2022-2023 adjustment, the amount designated for the Container Element was $399,556. Adjusting this amount by the AG Factor, there will be a $11,307 increase in the calculated amount resulting in $410,863 to be recovered from the rates in FY 2023-2024. [$399,556 * (1 + 0.0283) = $410,863].

5. Methodology Addressing the Recyclable Material Diversion Compensation Element

Section 5.05.08 of the Amended and Restated Agreement prescribes the process for calculating the annual adjustment for the Recyclable Materials Diversion Compensation Element. The City shall calculate the actual tonnage of delivered recyclable material for processing in the prior calendar year by the anticipated per-ton tip fee to be charged during the subsequent Agreement Year

Calendar 2022 Recycling Tonnage = 8,789.70
Anticipated Per-Ton Tip Fee =$136.17
Recyclable Materials Diversion Compensation Element = $1,196,893

This amount then flows into the projected total compensation shown in Section 9 of this report.

6. Methodology Addressing Organic Waste Diversion Compensation Element

Section 5.05.09 of the Amended and Restated Agreement and updated agreed upon amendments, agreed upon to in principle by both parties prescribes the process for calculating the annual adjustment for the Organic Waste Diversion Compensation Element. The Organic Waste shall be broken down into two categories, Commercial Food Waste and All Other Organic Waste. The City shall calculate the actual tonnage of actual organic waste delivered for processing from both Organic Waste Types to an Organic Waste Processing Facility in the prior calendar year by the anticipated per-ton tip fee to be charged during the

subsequent Agreement Year as well as the anticipated per ton costs for hauling and grinding the material.

Commercial Food Waste
Calendar 2022 Commercial Food Waste Tonnage = 2,159.14

Anticipated Per-Ton Tip Fee =$121.11
Anticipated Per-Ton Hauling Fee =$34.60
Per Ton Hauling/Disposal Fee = $155.71

Calendar 2022 Commercial Food Waste Tonnage = 2,159.14
Anticipated Per Ton Hauling/Disposal Fee=$155.71
Commercial Food Waste Cost = $336,200

All Other Organic Waste

Calendar 2022 All Other Organic Waste Tonnage = 6,815.72

Anticipated Per-Ton Tip Fee =$37.96
Anticipated Per-Ton Grinding Fee =$23.34
Anticipated Per-Ton Hauling Fee =$34.60
Per Ton Hauling/Disposal Fee = $95.90

Calendar 2022 All Other Organic Waste Tonnage = 6,815.72
Anticipated Per Ton Hauling/Disposal Fee=$95.90
All Other Organic Waste Cost = $653,627

Organic Waste Compensation Element

Commercial Food Waste =$336,200
All Other Organic Waste = $653,627
Organics Compensation Element = $989,827

This amount then flows into the projected total compensation shown in Section 9 of this report.

7. Methodology Addressing Vehicle and Administration Element

METHODOLOGY USED FOR FISCAL YEAR 2023-2024 ANNUAL GARBAGE RATE ADJUSTMENT IN ACCORDANCE WITH AGREEMENT BETWEEN CITY OF DUBLIN AND AMADOR VALLEY INDUSTRIES

Report Submitted To: City Council June 06, 2023
Prepared By: Jay Baksa, Assistant Administrative Services Director

Section 5.18 of the Amended and Restated Agreement states that beginning July 1, 2020 the baseline Vehicle and Administration Asset Element shall be set at $1,595,575. That amount was increased to $1,611,549 to account for additional costs associated with SB 1383. The baseline amount shall not be subject to the annual rate adjustment. The Vehicle and Administration Element can be adjusted, but only under the terms as prescribed under sections 5.18 and 5.18.1 of the Amendment.

Vehicle and Administration Baseline Compensation = $1,611,549
Sections 5.18/5.18.1 Adjustments = $0
Vehicle and Administration Element $1,611,549

This amount then flows into the projected total compensation shown in Section 9 of this report.

8. Methodology Addressing Fee Compensation Element

As part of the Agreement with the City of Dublin, AVI is required to remit franchise taxes and certain fees to the City of Dublin based on a percentage of its revenue. Therefore, as the company rates go up, the Fee Element must also be adjusted in order to recognize the fees to be paid on the new revenue.

The Fee Compensation Element shall equal:

1. (Collection + Commercial Recycling Element + Disposal + Container Elements+ Recyclable Materials + Organic Waste + Vehicle and Administration) = “base compensation”
2. “base compensation” is divided by (one (1) minus the “Current Fee Percentage”) [Where the “Current Fee Percentage” = 23.35%]
3. subtract “base compensation” from the obtained value

For FY 2023-2024, the Fee Compensation Element Calculation is as follows:

($15,770,698 + $302,792 + $1,330,420 + $410,863 + $1,196,893 + $989,827 + $1,611,549) = $21,613,042 (base compensation)

$21,613,042/ (1- 23.35%) =$21,613,042/ (76.65%)

$21,613,042/ 76.65% = $28,197,054

For FY 2023-2024, the calculated fees payable to the City are:

$28,197,054– $21,613,042= $6,584,012

The adjusted total compensation for the Fee Element is shown in Section 6 below.

METHODOLOGY USED FOR FISCAL YEAR 2023-2024 ANNUAL GARBAGE RATE ADJUSTMENT IN ACCORDANCE WITH AGREEMENT BETWEEN CITY OF DUBLIN AND AMADOR VALLEY INDUSTRIES

Report Submitted To: City Council June 06, 2023
Prepared By: Jay Baksa, Assistant Administrative Services Director

9. City Process of Developing Rates Projected to Meet Total Compensation

Prior to establishing the compensation that will be generated from the rates, an adjustment is made for grant revenues or other agreed upon amounts reducing operating costs. The amount of revenue required from the rates is partially offset by one item: a $48,875 agreed upon amount to reduce the cost of collection services for the Dublin Unified School District; therefore, $48,875 is credited against required revenue in FY 2023-2024. An additional adjustment of ($253) was included in the rate compensation model to offset less than anticipated costs in the timing of landfill fee increases, which have been paid by AVI and were not included in the FY 2022-2023 rate model.

The final step in developing the rates is to test the total annual expected revenue to the Company, when the rates are increased by different amounts. It is necessary for the adjustment to be at a level so that the total annual projected compensation to the Company will equal $28,197,054. The calculation for Fiscal Year 2023-2024 is performed using the customer subscription figures as of December 2022.

Updated Cost Elements	FY 2022-23	FY 2023-24 (Proposed Costs)	Absolute Change	Percentage Change
Collection Element	$14,413,701	$15,770,698	$1,356,997	9.41%
Commercial Recycling Compensation Element	$243,494	$302,792	$59,298	24.35%
Disposal Compensation Element	$1,345,788	$1,330,420	($15,635)	(1.16%)
Container Compensation Element	$399,556	$410,863	$11,307	2.83%
Recycling Disposal Element	$1,270,834	$1,196,893	($73,941)	(5.82%)
Organics Disposal Element	$922,143	$989,827	$67,684	7.34%
Vehicle and Admin Asset Replacement	$1,611,549	$1,611,549	$0	0.00%

METHODOLOGY USED FOR FISCAL YEAR 2023-2024 ANNUAL GARBAGE RATE ADJUSTMENT IN ACCORDANCE WITH AGREEMENT BETWEEN CITY OF DUBLIN AND AMADOR VALLEY INDUSTRIES

Report Submitted To: City Council June 06, 2023
Prepared By: Jay Baksa, Assistant Administrative Services Director

Element				
Fee Compensation Element	$6,155,707	$6,584,012	$428,224	6.96%
TOTAL	**$26,362,772**	**$28,197,054**	**$1,833,934**	**6.96%**

Proposed vs. Current Rates
(Selected Service Levels Representing Most Common Subscriptions)

COMPARISON OF SELECTED RATES
Current (2022/2023) vs Proposed (2023/2024)

	Current	Proposed	Proposed Increase over 2022/2023	
Residential -Monthly Rates	**Rate**	**2023/2024**	**$**	**%**
Minimum Residential (32) Gallon	$40.56	$42.53	$1.97	4.86%
64 Gallon Residential	$74.51	$78.12	$3.61	4.84%
96 Gallon Residential	$108.46	$113.72	$5.26	4.85%
Sample rate categories represent 100% of residential customers				
Commercial -Monthly Rates				
32 Gallon Cart	$46.00	$48.23	$2.23	4.85%
64 Gallon Cart	$84.48	$88.58	$4.10	4.85%
96 Gallon Cart	$122.87	$128.83	$5.96	4.85%
1 Yard - 1 time / wk	$196.81	$206.36	$9.55	4.85%
2 Yard - 1 time / wk	$393.62	$412.72	$19.10	4.85%
3 Yard - 1 time / wk	$590.43	$619.08	$28.65	4.85%
3 Yard - 2 times / wk	$1,229.83	$1,289.51	$59.68	4.85%
4 Yard - 1 Time / wk	$787.24	$825.44	$38.20	4.85%
4 Yards - 2 times / wk	$1,623.45	$1,702.23	$78.78	4.85%
Represents 74% of 2022 commercial customers				
Drop Box - Rates Per Service				
20 Yard Loose	$1,107.60	$1,161.40	$53.80	4.85%
30 Yard Loose	$1,661.40	$1,742.10	$80.70	4.85%
40 Yard Loose	$2,215.20	$2,322.80	$107.60	4.85%
Represents 88% of 2022 non-compacted Drop Box Subscriptions				
30 Yard Compacted	$3,322.80	$3,484.20	$161.40	4.85%
Represents 16% of the 2022 compacted Drop Box Subscriptions				
Handy Hauler Available To Residents	$257.51	$270.00	$12.49	4.85%

LOCAL AREA RATE COMPARISON
2024 Garbage Rate Comparison Survey (Prepared: May 24, 2023)
Comparison With Proposed Rates

Residential	*Reference* Pleasanton	Livermore	Castro Valley	San Ramon	3 City Average	Proposed Dublin Basic Rate	% Proposed From Avg	Current Rate	% Increase over Prior FY
1 Can Residential (32-35 Gallon)	$ 29.18	$ 40.63	$ 50.37	$ 48.36	$ 46.45	$ 42.53	-13.71%	$ 40.56	4.86%
1 Can Residential (64-70 Gallon)	n/a	$ 60.36	$ 87.48	$ 79.63	$ 75.82	$ 78.12	3.03%	$ 74.51	4.84%
1 Can Residential (90-96 Gallon)	$ 50.91	$ 94.26	$ 124.57	$ 126.83	$ 115.22	$ 113.72	-1.30%	$ 108.46	4.85%

Residential Notes:

Dublin: Basic rate includes 32-gallon garbage can (weekly pick-up);Weekly 64-gallon organics can; Weekly 64-gallon curbside recycling can; lager size and/or additional organic and recycling carts available free upon request; compost give-back and 3 on-call bulky waste clean-ups per year including items such as electronic waste, household batteries, tires, white and brown goods.

Livermore: Fiscal Year 2022-23 Rates (FY 2023-24 Rates not currently available); Basic rate includes 32-gallon garbage can (weekly pick-up); Weekly 96-gallon organics can; Weekly 96-gallon curbside recycling can.

San Ramon: Calendar Year 2023 Rates, Basic rate includes 32-gallon garbage can (weekly pick-up); Two weekly 64-gallon green waste can supplied by Company. ; at no extra cost; Two weekly 64-gallon curbside recycling can or 96-gallon can available at no extra cost, and 3 special clean-ups per year.

Castro Valley: Fiscal Year 2022-23 Rates (FY 2023-24 Rates not currently available)- 32 Gallon Service includes 32 gallon trash cart, 32 gallon green/food scrap cart and 32 gallon recycling cart. 96 Gallon service inlcudes a 96 gallon trash cart, 96 gallon green/food scrap cart and a 96 gallon recycling cart. Residents can request an additional recycling cart at no additional cost

Commercial	*Reference* Pleasanton	Livermore	Castro Valley	San Ramon	3 City Average	Proposed Dublin	% Proposed From Avg	Current Rate	% Increase over Prior FY
1 Yard - 1 time / wk	$ 130.65	$ 119.07	$214.15	$ 264.89	$ 199.37	$ 206.36	3.51%	$ 196.81	4.86%
2 Yard - 1 time / wk	$ 261.28	$ 238.12	$375.32	$ 491.93	$ 368.46	$ 412.72	12.01%	$ 393.62	4.86%
3 Yard - 1 time / wk	$ 391.94	$ 357.20	$520.81	$ 680.95	$ 519.65	$ 619.08	19.13%	$ 590.43	4.86%
3 Yard - 2 times / wk	$ 816.47	$ 744.19	$947.72	$ 1,362.01	$ 1,017.97	$ 1,289.51	26.67%	$ 1,229.83	4.86%
4 Yard - 1 Time / wk	$ 522.59	$ 476.26	$799.52	$ 832.10	$ 702.63	$ 825.44	17.48%	$ 787.24	4.86%
4 Yards - 2 times / wk	$ 1,088.65	$ 992.14	$1,525.52	$ 1,664.28	$ 1,393.98	$ 1,702.23	22.11%	$ 1,623.45	4.86%

Castro Valley charges 71% of the commercial rate for recycling and 145% for organics
Dublin's charges 50% of the regular commercial rate for Organics and 25% for commercial recycling
San Ramon's charges 50% of the regular commercial rate for commercial recycling
Livermore charges for recycling and organics at 80% of the regular commerical rate.

Drop Box									
20 Yard Loose	$ 1,062.03	$ 719.33	$974.03	$ 1,549.99	$ 1,081.12	$ 1,161.40	7.43%	$ 1,107.60	4.86%
30 Yard Loose	$ 1,413.40	$ 1,046.09	$1,562.79	$ 1,782.23	$ 1,463.70	$ 1,742.10	19.02%	$ 1,661.40	4.86%
40 Yard Loose	$ 1,764.76	$ 1,369.99	$2,083.54	$ 2,014.22	$ 1,822.58	$ 2,322.80	27.45%	$ 2,215.20	4.86%
30 Yard Compacted	$ 2,108.14	$ 2,769.63	$2,906.97	$ 2,992.75	$ 2,889.78	$ 3,484.20	20.57%	$ 3,322.80	4.86%

Livermore rates do not include the cost of disposal/processing, which is assesed after collection. Staff has included an estimate cost with the above for comparison.
San Ramon charges a one ton minimum; Staff has included a probable disposal cost for comparison purposes.
Every effort has been made to assure the accuracy of the information and comparison of similar levels of service according to our understanding of other agency rates.

Adoption of Rates for Garbage Collection, Disposal, and Recycling

June 6, 2023



DUBLIN
CALIFORNIA

1506

Background

- 2018 – Recycling market shift
  - Selling recycling to paying $150 per ton for disposal
- 2020 – AVI contract extension
  - Capital equipment replacement
  - Implementing state and local requirements
- 2022 – SB 1383 – Organics Disposal

Background

- Agreement with AVI provides for an annual rate adjustment.
- Adjustments are based on CPI Indexes, number of billed units serviced, tonnage collected and disposal fees
- Results in a 4.85% increase

Dublin Rates

- City of Dublin Basic Residential Service - $42.53
- Basic Residential Services is included on Property Tax.

Current Year Rates	Proposed Rates	Monthly Difference	Annual Difference
$40.56	$42.53	$1.97	$23.64

Annual Rate Adjustments

- Refuse Rate Index Adjustment (RRI)
  - Based on changes to four Consumer Price Index (CPI), weighted based on AVI's annual costs.
- Annual Growth (AG)
  - Compares revenue at two points in time (Prior Year -January & December) to capture increase in number of units served. **Note: If change is negative, set at 0%.**
- Approved Tip Fee (ATF)
  - Increase in per ton charges for landfill fees for waste.
- Annual Tonnage (AT)
  - Change in amount of year-over-year total refuse disposed (Garbage, Organics, Recycling).

Overview of Cost Elements

1. **Collections Element**

- Cost associated with the collection of garbage, organics and recycling including:
    - Salaries & Benefits
    - Equipment Operation & Maintenance
    - Material Processing
    - General Administration Costs
    - Operating Ratio
- Annual Adjustment Calculated
    - RRI Increase (RRI) & Annual Growth (AG)

Overview of Cost Elements

2. **Commercial Recycling Elements**

- To incentivize AVI to increase commercial recycling
- Annual Adjustment calculated
    - RRI Increase (RRI) and Annual Tonnage (AT)

3. **Container Compensation Element**

- Represents the cost of replacing carts and bins
- Annual Adjustment calculated
    - Annual Growth Factor (AG)

Overview of Cost Elements

4. **Waste Disposal**

- City has a long term contract with Waste Management
- Annual Adjustment Calculated
    - Annual Tonnage (AT) and Annual Tip Fee (ATF)

5. **Recycling Disposal**

- Recyclable Material processed at ACI – San Leandro
    - City does not have an agreement (Pay Market Rate)
- Annual Adjustment Calculated
    - Annual Tonnage (AT) and Annual Tip Fee (ATF)

Overview of Cost Elements

6. Organics Disposal

- Non-Commercial Organics processed at Waste Management Central Valley Compost or Altamont Pass Organic Facility
- Commercial Organics processed at Recology's Blossom Valley Facility
    - AVI has 3-year agreement in place
- Annual Adjustment Calculated
    - Annual Tonnage (AT) and Annual Tip Fee (ATF)

Overview of Cost Elements

7. Vehicle and Administration Element

- To capture all costs associated with replacing 2/3rds of fleet and all other capital assets
- Costs will be reconciled once vehicles are purchased
- Not updated by annual adjustments

8. Fee Element

- Amount paid to City for franchise and administrative fee
- Adjusted annually based on a percentage of AVI's revenue

Annual Rate Adjustment

Elements	FY 2022-23	FY 2023-24 (Proposed)	Difference
Collection Element	$14,413,701	$15,770,698	$1,356,997
Commercial Recycling Compensation Element	$243,494	$302,792	$59,298
Disposal Compensation Element	$1,345,788	$1,330,420	($15,635)
Container Compensation Element	$399,556	$410,863	$11,307
Recycling Disposal Element	$1,270,834	$1,196,893	($73,941)
Organics Disposal Element	$922,143	$989,827	$67,684
Vehicle and Administration Element	$1,611,549	$1,611,549	$0
Fee Compensation Element	$6,155,707	$6,584,012	$428,224
Total	**$26,362,772**	**$28,197,054**	**$1,833,934**

Recommendation

- Conduct the Public Hearing, Deliberate and Approve the Resolution Amending the Schedule of Service Rates for Integrated Solid Waste Services; and
- Approve the Resolution Approving and Establishing the Collection of Minimum Residential Garbage and Recycling Service Fees for Fiscal Year 2023-2024.

Agenda Item 8.1

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Allocation of Homeless Housing, Assistance and Prevention (HHAP) Grant Funding
Prepared by: Shaun Chilkotowsky, Heritage & Cultural Arts Manager

EXECUTIVE SUMMARY:

The City Council will consider allocating funding from Rounds 3 and 4 of the Homeless Housing, Assistance, and Prevention (HHAP) Grant Program.

STAFF RECOMMENDATION:

Receive the report, discuss, and provide direction on funding allocations.

FINANCIAL IMPACT:

Funding is provided by the California Interagency Council on Homelessness and administered by Alameda County. The total available funding is currently estimated at $37,393 which includes 50% of the Round 4 application. The balance of Round 4 could bring the overall total to $51,690. The City of Livermore is the fiscal agent representing the Cities of Dublin, Livermore, and Pleasanton. Livermore will receive and administer funding on behalf of Dublin. There is no impact to the City's General Fund.

DESCRIPTION:

Background
The California Interagency Council on Homelessness (CALICH) is administering the Homeless Housing, Assistance, and Prevention (HHAP) Grant Program following the approval of California Assembly Bills AB-101 (2019), AB-83 (2020), and AB-140 (2021) authorizing $2.95 billion in appropriations to address statewide homelessness challenges. Funding is allocated to California's 13 largest cities (population 300,000 plus), 58 counties, and 44 continuums of care. Specific allocations are calculated using metrics including the most recent point-in-time counts.

HHAP funding is available to local jurisdictions who, in coordination with regional partners, have developed local homelessness action plans and created established outcomes/goals. Local action plans are required to focus on reducing the number of people experiencing homelessness, increasing the rate at which people secure housing, shortening the length of time people remain homeless, reducing the number of people who return to homelessness after they are permanently housed, reducing disparities, and achieving greater equity.

The County of Alameda, acting as the administrative entity for local jurisdictions within the County, develops and submits required documentation to CALICH to be considered for HHAP funding. The applications for Rounds 3 and 4 are included with this report as Attachment 1.

Funding Criteria

HHAP funding must support individuals who meet the federal definition of literal homelessness, or an "individual or family who lacks a fixed, regular, and adequate nighttime residence." More specifically, funding eligibility is broken down into three categories: Interim Housing (limited to newly developed, clinically enhanced congregate shelters, new or existing non-congregate shelters, and operations of existing navigation centers and shelters), Permanent Housing (delivery of permanent housing and innovative housing solutions, such as hotel/motel conversions), or Operating Subsidies (in new and existing affordable or supportive housing units and which may include operating reserves).

Additionally, there are stringent reporting requirements, including the use of a Homeless Management Information System (HMIS) that is compatible with the California Department of Housing and Urban Development (HUD). HMIS allows for collection and storage of data, and reporting of information about individuals receiving services. This centralized system strengthens the ability for local providers to provide continued care and coordination to individuals experiencing homelessness.

Proposed Funding Options

Staff proposes four projects/organizations for consideration: the Vineyard 2.0 Project, Tri-Valley Haven Shelter Program, City Serve of the Tri-Valley, and Goodness Village.

The Vineyard 2.0 is a 24-unit supportive housing development that includes amenities such as a resource center, large dining room that can convert to an overnight shelter, a kitchen designed specifically for Open Heart Kitchen's hot meal program, central shower and laundry facilities, and meeting space for community-serving programs such as health care, social services, healthy living, financial education, and housing referrals. Vineyard 2.0 is currently under construction and is scheduled to open by the end of the 2023 calendar year. The Cities of Livermore and Pleasanton have committed their respective allocations of HHAP funding for Rounds 3 and 4 to Vineyard 2.0.

Tri-Valley Haven Homeless/Shelter Program, the Sojourner House, provides temporary shelter for homeless families in a safe and supportive environment. The facility includes 16 beds with three full bathrooms and laundry facilities, and is staffed 24 hours per day, seven days a week. Individuals staying at the Sojourner House collaborate with Tri-Valley Haven staff creating a pathway to solve challenges, heal trauma, and transition to being self-sufficient and moved into permanent housing.

City Serve of the Tri-Valley provides care coordination across all aspects of the Human Services spectrum. City-Serve helps connect residents with necessary resources and helps bridge disconnects amongst other service providers. With these funds, City Serve of the Tri-Valley would be asked to administer a rental assistance program to individuals currently experiencing homelessness.

Lastly, Goodness Village is a 28-unit, single-occupancy, permanent tiny-home community located in Livermore. The mission is to provide formerly unhoused neighbors a safe and supportive community to live independently, heal, and thrive. For Rounds 1 and 2 of HHAP funding, the City of Dublin received $8,460 and allocated it to Goodness Village as part of the Fiscal Year 2022-23 Human Services Grant Program. That made up a significant portion of the $10,000 in total grants that Goodness Village was awarded.

At this juncture, Staff is seeking direction from the City Council on Dublin's allocation of HHAP funding for Rounds 3 and 4. Based on direction from the City Council, Staff will work with Alameda County to ensure funds are used in accordance with programs criteria, goals, and outcomes.

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

1) Alameda County Applications for HHAP Funding including Local Action Plans and Program Outcomes.

Homeless Housing, Assistance and Prevention Round 3 Application

Application Information

This Cognito platform is the submission portal for the Cal ICH HHAP-3 Application. You will be required to upload a full copy of the HHAP-3 Data Tables Template *and* enter information into the portal from specific parts of the HHAP-3 Local Homelessness Action Plan and Application Template as outlined below.

Please review the following HHAP-3 resources prior to beginning this application:

- HHAP-3 Notice of Funding Availability (NOFA)
- HHAP-3 Local Homelessness Action Plan & Application Template and
- HHAP-3 Data Tables Template

Application Submission for HHAP-3 Funding

Using the **HHAP-3 Local Homelessness Action Plan & Application Template** as a guide, applicants must provide the following information in the applicable form section (see *How to Navigate this Form*) to submit a complete application for HHAP-3 funding:

1. **Part I: Landscape Analysis of Needs, Demographics, And Funding**: the information required in this section will be provided in Tables 1, 2, and 3 of the HHAP-3 Data Tables Template file uploaded in the *Document Upload* section.
2. **Part II: Outcome Goals and Strategies for Achieving Those Goals:** the information required in this section will be provided in Tables 4 and 5 of the HHAP-3 Data Tables Template file uploaded in the *Document Upload* section, **AND** copy and pasted into the fields in the *Outcome Goals and Strategies* section of this application form.
3. **Part III: Narrative Responses:** the information required in this section will be provided by entering the responses to the narrative questions within the *Narrative Responses* section of this application form. Applicants are NOT required to upload a separate document with the responses to these narrative questions, though applicants may do so if they wish. The responses entered into this Cognito form will be considered the official responses to the required narrative questions.
4. **Part IV: HHAP-3 Funding Plans:** the information required in this section will be provided in Tables

6, 7 (as applicable), and 8 of the HHAP-3 Data Tables Template file uploaded in the *Document Upload* section.

5. **Evidence of meeting the requirement to agendize the information in Parts I and II at a meeting of the governing board** will be provided as a file upload in the *Document Upload* section.

How to Navigate this Form

This application form is divided into **five sections**. The actions you must take within each section are described below.

- **Applicant Information**: In this section, indicate (1) whether you will be submitting an individual or joint application, (2) list the eligible applicant jurisdiction(s), and (3) provide information about the Administrative Entity.
- **Document Upload**: In this section, upload (1) the completed HHAP-3 Data Tables Template as an Excel file, (2) evidence of meeting the requirement to agendize the local homelessness action plan and outcome goals at a regular meeting of the governing board where public comments may be received, and (3) any other supporting documentation you may wish to provide to support your application.
- **Outcome Goals and Strategies**: In this section, copy and paste your responses from Tables 4 and 5 of the completed HHAP-3 Data Tables Template.
- **Narrative Responses**: In this section, enter your responses from Part III of the HHAP-3 Local Homelessness Action Plan & Application Template.
- **Certification**: In this section, certify that the information is accurate and submit the application.

Prior to the submission deadline, you can save your progress in this application and come back to it later by clicking the save button. This will provide you with a link to the saved application, and there will be an option to email that link to the email address(es) of your choosing.

After submitting the application, you will not be able to make changes to your responses unless directed by Cal ICH staff.

I have reviewed the HHAP-3 NOFA and application template documents
Yes

I am a representative from an eligble CoC, Large City, and/or County
Yes

Applicant Information

List the eligible applicant(s) submitting this application for HHAP-3 funding below and check the corresponding box to indicate whether the applicant(s) is/are applying individually or jointly.

Eligible Applicant(s) and Individual or Joint Designation
Joint

This application represents the joint application for HHAP-3 funding on behalf of the following eligible applicant jurisdictions:

Joint Applicants Selection

Eligible Jurisdiction 1

Eligible Applicant Name
Alameda County

Eligible Jurisdiction 2

Eligible Applicant Name
CA-502 Oakland, Berkeley/Alameda County CoC

*Click **+ Add Eligible Jurisdiction** above to add additional joint applicants as needed.*

Administrative Entity Information

Funds awarded based on this application will be administered by the following Administrative Entity:

Administrative Entity
Alameda County Health Care Services Agency

Contact Person
Kerry Abbott

Title
Director, Homeless Care and Coordination

Contact Person Phone Number
(510) 914-1832

Contact Person Email
Kerry.Abbott@acgov.org

Document Upload

Upload the completed HHAP-3 Data Tables Template (in .xlsx format), evidence of meeting the requirement to agendize the local homelessness action plan and outcome goals at a regular meeting of the governing body where public comments may be received (such as a Board agenda or meeting minutes), and any other supporting documentation.

HHAP-3 Data Tables
HHAP-3 Data Tables Template-FINAL_Alameda County.xlsx

Governing Body Meeting Agenda or Minutes
Alameda County Board of Supervisors Regular Meeting Agenda 6-7-22.pdf

Optional Supporting Documents
May 10 BOS Agenda_HT 2026 Approval.pdf

Revised - Final - Board Letter - Home Together Plan_approved.pdf

Alameda County Board Letter HHAP-3 Reports 6-7-22.pdf

Home-Together-2026_Report_051022.pdf

Narrative Responses

Copy and paste your responses to Part III. Narrative Responses from the HHAP-3 Local Homelessness Action Plan & Application Template into the form below.

Question 1

A demonstration of how the jurisdiction has coordinated, and will continue to coordinate, with other jurisdictions, including the specific role of each applicant in relation to other applicants in the region.

Question 1 Response
The County of Alameda serves as the HHAP administrative entity on behalf of the County and CoC and continues to partner with both the CoC and the City of Oakland on all aspects of homeless system planning, including the use of HHAP funds, as evidenced by the activities described below.

County coordination efforts with the Continuum of Care and our cities to identify regional needs is built into the CoC governance structure through the use of both County and City-designated Board and committee seats and informed by core planning efforts outlined in the Home Together 2026 Community Plan.

In addition, to advance the County's collaboration with external partners, the County Board of supervisors created the Office of Homeless Care and Coordination (OHCC) in late 2019. Sitting within the County Health Care Services Agency (the County Health Jurisdiction comprised of the Departments of Behavioral Health, Public Health, and Environmental Health) OHCC serves as a point of contact across the county, leveraging system strengths in contracting, service delivery and established infrastructure, to improve efficiency and coordination within the County and with external partners. With the goal of building a robust, integrated, and coordinated system of homelessness and housing services, the office works across two key objectives:
1. Planning and Coordination, which includes:
a. Coordinating a planning and implementation process to incorporate System Modeling and gaps analysis in the Home Together 2026 Community Plan;
b. Facilitating increased partnership with cities;
c. Representing the County in the Continuum of Care and Coordinated Entry System
d. Supporting countywide collaboration in areas of governance – including facilitation of the County Department Head's Homelessness Roundtable, policy development, and data sharing; and
e. Working on sustainability and integration of homeless services.
2. Implementation of Service Expansions to include:
a. The expansion of coordinated countywide street outreach, building on existing outreach efforts to provide low-barrier access to physical and behavioral health services, and linkages to housing and services through Coordinated Entry;
b. Improving client experience and flow with increased interim housing options; and
c. Improving encampment health response, to be aligned and coordinated with existing county/city outreach and sanitation services.

In addition to the work of the OHCC, there are several activities undertaken by both the County and CoC to coordinate efforts to align and maximize homeless system resources. Throughout all activities, the County implements and oversees the systems (e.g. Coordinated Entry; HMIS), while the CoC convenes system stakeholders to set policy and ensure compliance with HUD. Activities include:
- The County is currently coordinating with its 14 cities to establish a joint framework for allocating funding that incorporates shared and measurable performance goals, incorporates sustainability planning, and honors shared jurisdictional priorities, as captured in the Home Together 2026 Community Plan.
- Monthly Coordination Meetings between the Cities of Oakland, Berkeley, Alameda County, and the CoC staffing organization to conduct system planning for permanent housing. Meetings are facilitated by HUD T.A. providers with a focus on aligning federal, state and local resources, including recent CARES

Act funding within the investment framework provided by our Home Together Plan.
• Our Continuum of Care's subcommittee that sets policies for our Homeless Response System ('System Coordination Committee') is a coordinating body with representation from county, city, CBO leadership, and people with lived expertise with a shared goal of increasing and aligning system resources.
• Regional Coordination Meetings for Coordinated Entry, including County, City, and CBO staff, with an eye to effectively allocating homeless system resources within each of the five geographic regions in Alameda County.
• The County Homelessness Roundtable (County Department Leadership) ensures alignment between County Departments and staff who administer a variety of local, state, and federal funding programs dedicated to ending homelessness. Representation includes Health Care Services, Housing and Community Development, Probation, Social Services, County Administrator's Office, General Services Agency, and Public Works.
• Monthly Supportive Housing Pipeline convening between City of Oakland, Oakland Housing Authority, and County staff (Health Care Services Agency and Housing and Community Development) to align funding efforts for supporting key development projects that include homeless set-aside units.

Question 2

A demonstration of the applicant's partnership with, or plans to use funding to increase partnership with:

- Local health care and managed care plans
- Public health systems
- Behavioral health
- Social services
- Justice entities
- People with lived experiences of homelessness
- Other (workforce system, services for older adults and people with disabilities, Child Welfare, education system)

Question 2 Response
Managed Care Plans
OHCC has been actively engaged in partnership between the County and its 2 managed care plans. These partnerships were initially strengthened through our Whole Person Care (WPC) Pilot, where both MCPs contributed high-level leadership on the WPC Steering Committee as well as the Data Governance Committee, the latter tasked with oversight of the Social Health Information Exchange, a key development initiative supported by WPC funds. Partnership with the MCPs was further strengthened through a contractual relationship between Alameda County's Health Care Services Agency and the MCPs to deliver Health Homes-like services within its network of plan providers, ahead of the launch of Health Homes. This work paved the way for even deeper collaboration with CalAIM planning. Specifically, the Office of Homeless Care and Coordination began engaging the plans early in 2021 to plan for a successful transition of Housing Community Support services (Housing Navigation, Housing Deposits, Housing Tenancy Sustaining Services, and Recuperative Care) that were previously offered under WPC. OHCC negotiated agreements with both plans to serve as an administrator of 3 housing community supports, to maintain its current network of housing providers and consumers being served under WPC. This involved a lot of learning and sharing of each other's respective worlds- the plans learning about Coordinated Entry and how high priority households are supported through our local system to identify, move into, and stabilize in permanent housing; our OHCC staff learning (and continuing to learn) about operating housing services in a Medi-Cal regulatory environment which has necessitated shifts in workflow and operations.

We continue to meet weekly with the plans to troubleshoot CalAIM implementation and are now partnering on HHIP as well.

Public Health Systems
Alameda County's public hospital system is Alameda Health System, which includes several hospitals and outpatient clinics and rehabilitation centers. The County's Health Care Services Agency, and its homeless programs in particular (including the Health Care for the Homeless Program which is part of OHCC), have a longstanding relationship with Alameda Health System that is structurally supported through the County's HRSA FQHC grant. The Federally Qualified Health Center is comprised of mobile health, street health, dental health, and clinic-based outpatient health services for people experiencing homelessness that spans both County and Alameda Health System-run and staffed sites.

Behavioral Health
The Office of Homeless Care and Coordination (OHCC) and our County's Behavioral Health Department are located within the same agency (Health Care Services), so we have a built-in, structural relationship that gives us many opportunities to partner. We have a standing coordination meeting twice monthly that focuses on homeless coordination between our 2 departments. We frequently discuss overlapping funding, initiatives, and policy to help align the work. Examples of this include our office's use of MHSA funds to continue supporting housing services and board and cares. We have staff in OHCC who transitioned to our office from Behavioral Health to focus on these program areas specifically. We frequently collaborate on No Place Like Home applications and awards, and our county has been quite successful in securing NPLH funding for key housing projects. Our Office oversees the service commitments made to these NPLH-funded properties and both OHCC and ACBH staff conduct joint review for services planning. Other areas of significant overlap include our shared approach to street health outreach services and the collaboration between HHAP-funded street health outreach teams and the Behavioral Health department's ACCESS (Acute Crisis Care and Evaluation for Systemwide Services) program.
Furthermore, our entire agency is actively engaged in alignment and strategic planning efforts that aim to create cohesion and stronger partnerships throughout all the Health Care Services Agency.

Social Services
Through growing partnership with the County's Social Services Agency, they have shared redetermination dates for Medi-Cal with OHCC, affecting approximately 1,700 consumers enrolled in housing services/coordination under CalAIM. OHCC plans to work on sharing those dates with our sub-contracted housing providers to help with outreach efforts to enroll and maintain Medi-Cal coverage.
OHCC has identified a need for additional caregiver services for a subset of the homeless population (what we're referring to as 'PSH Plus' or 'Enhanced PSH', primarily focused on a population of older adults experiencing homelessness with additional caregiving needs). We continue to collaborate with Social Services to coordinate enrollment in IHSS as needed for this population of focus.
In addition, Social Services plays a key role in our homeless system with the provision of County contracts for emergency shelter. Health Care Services Agency staff provide key input on the shelter standards, winter shelter programming, and shelter health, a program within OHCC's Health Care for the Homeless designed to bring the front door directly to shelter and other human service sites.
Furthermore, our Social Services Agency receives HDAP funds from CDSS which, through MOU agreement, Health Care Services Agency administers on their behalf. This helps ensure strategic use of funds within our homeless response system.

Justice Entities
The Care First, Jails Last (CFJL) task force was formed by our County Board of Supervisors, and is chaired by the County's Behavioral Health Director, with the OHCC Director in an appointed seat on the task force. The goal of this task force is to develop a unified continuum across service areas for the justice-involved population. The CFJL policy affirmed that Alameda County values a comprehensive continuum of care for individuals with mental illness, substance use, and co-occurring disorders rather than incarceration. It also called for a just and equitable transformation of criminal justice, behavioral health, and

wraparound services that reduce the number of people with mental illness, substance use, and co-occurring disorders in Santa Rita jail.
Over the next 24 months, the task force will meet to expand upon existing policies to achieve a system that aims to provide treatment and services instead of arrest and jail to those in need in Alameda County. The committee will review data and existing interventions in order to develop plans to achieve this goal in accordance with the CFJL Policy Resolution. This newly formed Brown Act- covered body will also be informed by the Sequential Intercept Map that was developed through the multi-year Justice Involved Mental Health (JIMH) community planning process.

People with lived experience of homelessness
Current rounds of HHAP funding (and future planned uses) are supporting efforts within our Continuum of Care to uplift and enhance representation of individuals with lived expertise in our CoC's governance structure, including the CoC board, committees and ad hoc working groups. These funds are being used to recruit, train, and support members with lived expertise to participate fully in CoC governance. Our recently adopted governance charter calls for one-third of all CoC board seats be dedicated to people with lived expertise. A new program facilitated by our CoC support agency ('Emerging Leaders Program') supports cohorts of people with lived expertise with the needed training and mentorship to fill these seats ongoing and have access to information and decision-making, as well as technology to facilitate engagement.
Through our CoC's recent Youth Homelessness Demonstration Project grant, Our Office of Homeless Care and Coordination along with other CoC partners are also collaborating closely with members of our Youth Advisor Board (YAB) that have lived experience of homelessness.

Other: Survivors of Intimate Partner Violence (IPV)
The CoC and OHCC meet regularly with survivor-serving agencies to develop and train staff on incorporating IPC into the County's CE system. As a result, when the homeless COVID response was developed, IPV providers were incorporated into the plan.
During the height of the COVID-19 pandemic the Marina Village Inn in the City of Alameda provided 51 rooms of temporary shelter for women and children to allow for decompression of Domestic Violence shelters (to comply with COVID-19 protocols). These guests, as with other Project Roomkey guests, are now prioritized for permanent housing. The 2021 HUD-funded Emergency Housing Voucher program, also part of the COVID-19 relief effort, includes a partnership with victim services providers and a set-aside of 87 vouchers for survivors of violence. Voucher recipients will also be provided tenancy sustaining support services, including coaching for independent living and community integration.
A new grant from HUD specifically for setting up Coordinated Entry to serve survivors will increase access to the rest of the homelessness response system resources.

Other: Education System
In 2018, the Alameda County Office of Education completed a needs assessment of McKinney Vento (MKV) that included CoC staff in strategic planning meetings to review the findings and develop a plan to address them. The MKV program is currently developing a capacity building initiative with the following key strategies: developing peer learning networks across districts and common practices; written protocols and guidance documents for MKV liaisons training district and school staff; and increasing knowledge and access to resources available to districts and homeless students.

Other: Public Housing Authorities
Alameda County's CoC coordinates closely with the PHA's in our county. The two largest, Oakland Housing Authority (OHA) and the Housing Authority of the County of Alameda (HACA), work directly with Coordinated Entry for referrals to units with homeless preferences. County staff meet monthly with the Oakland Housing Authority to review the pipeline of housing projects with homeless units, to consider potential projects for project-based vouchers, and to problem-solve projects with funding gaps.
Additionally, OHA has brought projects to the county for partnership when a services commitment would allow the project to serve people who are homeless. OHA is a Moving-To-Work authority and is able to prioritize people who are homeless for direct program referrals. County staff also collaborate closely with

HACA, which has taken on a subsidy administration role for the county for large, countywide projects for housing assistance and flexible subsidies.

Other: Child Welfare
OHCC and the CoC have been working in collaboration with Child Welfare Services (within the County's Social Services Agency) to develop programs and initiatives under our newly awarded federal Youth Homelessness Demonstration Program Grant that provides funding for homelessness prevention efforts for youth and young adults.

Question 3

A description of specific actions the applicant will take to ensure racial and gender equity in service delivery, housing placements, and housing retention and changes to procurement or other means of affirming racial and ethnic groups that are overrepresented among residents experiencing homelessness have equitable access to housing and services.

Note: These actions should be aligned with the equity-focused Outcome Goals and related strategies described in previous Parts, but should not need to be limited to those strategies.

Question 3 Response
Our HMIS data shows racial disparities in both first-time homelessness and returns to homelessness, with African Americans and Native Americans experiencing homelessness at a rate four times higher than Alameda County's general population.

Some of the actions already embedded in our service model that we will continue to implement to address these inequities include supporting evidence-based strategies, contracting with place-based CBOs that are representative of populations experiencing homelessness, incorporating peer specialists and people with lived experience in service teams and placing additional homelessness system access points in neighborhoods with higher populations of Black and Native American residents.

The majority of OHCC contracted providers are also contracted by the County Behavioral Health Department (ACBH). As such, our homeless system of care benefits from their requirement that all funded agencies participate in Trauma Informed Care (TIC) and National Culturally and Linguistically Appropriate Service Standards (CLAS) trainings. Further, all ACBH contracts require the use of a TIC approach and implementation of CLAS among providers, and all providers must include how they incorporate TIC and CLAS into their service structure in performance reports and quality improvement audits.

While many counties that received Whole Person Care Funds have implemented a version of a Community Health Record (CHR), Alameda County's is one of the most comprehensive systems in the state. Our CHR has more than 600 active users representing 120 health and housing programs and includes records for more than 700,000 individuals. The Social Health Information Exchange (SHIE), the engine that powers the CHR, is unique in the state as it enables integration with other core systems, including the electronic health record, the county Homeless Management Information System (HMIS), the county jail information database, case management, and claims. Using the SHIE, we are able to identify and analyze disparate data among the County population at risk of or experiencing homelessness and use this information to develop and execute services and initiatives to ensure system-wide racial and gender equity.

Moving forward, informed by the County racial equity and homeless response system modeling project, Centering Racial Equity in Homeless System Design, and included in our Home Together 2026 Community Plan, to specifically address racial disparities, we will focus efforts on decreasing short-term Rapid Re-Housing, and increasing long-term interventions like ongoing shallow subsidies that bridge the gap between earned income and the cost of housing and dedicated affordable housing for extremely low-

income households with low service needs.

Funded by a Domestic Violence Coordinated Entry Grant, OHCC is partnering with CBOs that provide services for survivors of intimate partner violence, sexual assault, and human trafficking to create a dedicated Coordinated Entry System (IV CES) which includes a network of access points to assist people fleeing violence to connect quickly with needed resources. We are in the process of developing a secure, stand-alone database system to allow anonymous integration for prioritization into housing. The IV CES will protect the confidentiality of survivors with safety measures to prevent further violence and include trauma-informed assessments to institute a more coordinated process where survivors are able to rebuild their lives through access to housing resources and reduce the time spent homeless and in danger.

Additionally, OHCC is working with the Behavioral Health Department to establish a Behavioral Health African American Wellness HUB which, when completed, will be a physical brick and mortar site that aims to contribute to the center of Black thought, voice, and healing by offering a menu of culturally affirming practices that advance health equity and the quality of services for African Americans

Question 4

A description of how the applicant will make progress in preventing exits to homelessness from institutional settings, including plans to leverage funding from mainstream systems for evidence-based housing and housing-based solutions to homelessness.

Note: Such mainstream systems could include:

- Physical and behavioral health care systems and managed care plan organizations
- Public health system
- Criminal legal system and system for supporting re-entry from incarceration
- Child welfare system
- Affordable housing funders and providers
- Income support programs
- Education system
- Workforce and employment systems
- Other social services and human services systems

Question 4 Response
OHCC sits within the Alameda County Health Care Services Agency, the County Health Jurisdiction comprised of the Departments of Behavioral Health, Public Health, and Environmental Health. As such, OHCC is uniquely poised to leverage funding and partner on initiatives with internal and external mainstream systems to prevent exits to homelessness from institutional settings. Some examples of our collaborations include:

Managed Care Plans:
Working with and providing guidance to the County's two managed care plans to implement the transition of Whole Person Care services to CalAIM, with a specific focus on accessing enhanced care management and community supports funding (which includes one-time financial assistance with housing deposits) for people at-risk of homelessness. Potential Community Supports that may be implemented in future years include helping at-risk individuals exit health care settings to permanent housing through the support of

housing navigators specializing in this population, who may require some ongoing nursing and homemaker services. The HHIP program through DHCS also provides additional funding through the managed care plans to support homeless system service and infrastructure needs.

County Behavioral Health Department, Probation Department, Sherriff's Office and the District Attorney's Office:
Using our Proposition 47 funding to provide and coordinate substance use disorder services, diversion opportunities and housing grants for the County reentry population across our systems.

The County Office of Education and Center for Healthy Schools and Communities: Tracking and coordinating Mckinney Vento, Mental Health Student Services Act and Student Behavioral Health Incentive Program funds to expand the county safety-net system for youth and families and enhance coordination with our homeless system of care.

County Social Services Agency, Court Appointed Special Advocates Program and the Probation Department (Juvenile Hall):
Developing programs and initiatives under our newly awarded federal Youth Homelessness Demonstration Program Grant to fund homelessness prevention efforts for youth including those exiting foster care and incarceration.

The County Safety-Net Hospital System, Federally Qualified Health Centers, Community Based Organizations, and Institutions of Higher Learning: Launching a Community Health Worker (CHW) Capacity Building Planning Initiative, funded by the California Health Care Foundation, to recruit, employ and retain black and brown people with lived experience (systems involvement), including lived experience of homelessness, as CHWs throughout the County Health System.

Question 5

Specific and quantifiable systems improvements that the applicant will take to improve the delivery of housing and services to people experiencing homelessness or at risk of homelessness, including, but not limited to, the following:

(I) Capacity building and workforce development for service providers within the jurisdiction, including removing barriers to contracting with culturally specific service providers and building the capacity of providers to administer culturally specific services.

(II) Strengthening the data quality of the recipient's Homeless Management Information System.

(III) Increasing capacity for pooling and aligning housing and services funding from existing, mainstream, and new funding.

(IV) Improving homeless point-in-time counts.

(V) Improving coordinated entry systems to strengthen coordinated entry systems to eliminate racial bias, to create a youthspecific coordinated entry system or youth-specific coordinated entry access points, or to improve the coordinated entry assessment tool to ensure that it contemplates the specific needs of youth experiencing homelessness.

Question 5 Response
System improvements we are now able to implement using the Community Health Record (CHR) and the Social Health Information Exchange include: 1) the ability to conduct comprehensive population analysis such as accessing homelessness information alongside healthcare utilization to identify homeless

consumers that need specialty care for outreach and care coordination; 2) the ability to perform patient matching from different sectors of data enabling us to analyze services and care needs to better respond to health disparities; 3) the ability to conduct system-level analysis of services and outcomes to identify successful interventions, and support organizations with capacity development to improve care; 4) the ability to immediately and effectively take action to mitigate risk to the homeless population during pandemic situations, and 5) the ability to identify consumer program eligibility and connect consumers to services.

The Continuum of Care is working in partnership with the HMIS Lead to update and implement new data quality policies and procedures that strengthen the five pillars of data quality identified (timeliness, completeness, accuracy, consistency, and coverage). A workgroup meets regularly to implement these changes in concert with HMIS user agency liaisons, and our Continuum of Care is actively participating in HUD technical assistance focused on HMIS improvements that include a data quality workstream.

OHCC, as the County's centralized coordinating entity on homelessness, is uniquely situated to continue building capacity to both identify and analyze existing funding resources as well as support efforts to obtain new funding. OHCC is increasing capacity to do this work by using admin funds to expand staffing models. The results of these efforts are evidenced by commitments made to provide supportive services funding for new housing projects coming online through the leveraging of CalAIM Housing Community Supports, as one example. The continued partnership with our County's two Medi-Cal managed care plans is also helping to ensure health care funds can be leveraged to support the homeless system.

As previously mentioned, OHCC has been awarded IPV and YHDP grants, both of which are being leveraged to create population specific (IPV Survivors and Transition Age Youth) coordinated entry systems, add access points and improve assessment tools to ensure that it contemplates the specific needs of these populations experiencing homelessness.

To improve our adult point-in-time count methodology, we recruited more individuals to participate in the count and are increasingly incorporating people with lived experience, alongside known and trusted community providers, into our street count teams. These teams are generally comprised of at least one guide with lived experience of homelessness and up to three community volunteers. Guides assist the team in navigating their assigned count area and identifying locations where unsheltered individuals are likely to be encountered and providing additional support in identifying people experiencing homelessness for inclusion in the tally.

While our core PIT methodology remains unchanged, this year Alameda County implemented an additional methodology to better gather information about families experiencing unsheltered homelessness. Providers and school districts working directly with unsheltered families contacted these families in the week following the PIT Count to ask where that family slept the night of the PIT Count. This direct outreach and data collection improved our tracking of families and led to a higher count of families overall than previous counts due to the expanded methodology.

Further, the County has instituted a dedicated youth count to improve the representation of unaccompanied children and transition-age youth under the age of 25 experiencing homelessness. To conduct the count service providers recruit youth with lived experience of homelessness and knowledge of where to locate other young people experiencing homelessness to serve as youth guides. In 2022 Covenant House Oakland, Youth UpRising, UC Berkeley Suitcase Clinic, YEAH! Covenant House, REACH Ashland Youth Center, Beyond Emancipation, VOICES Youth Center, and the Alameda County Youth Action Board led the recruitment of youth guides and of their staff to accompany and transport youth guides during the count. Youth guides were compensated for their time, including time spent in training immediately prior to deployment. We aim to increase the number of these teams in the next count.

Question 6

Evidence of connection with the local homeless Coordinated Entry System.

Question 6 Response
Alameda County's Health Care Services Agency (Office of Homeless Care and Coordination) is both the administrative entity for HHAP funds, as well as the Management Entity for the CA-502 Oakland, Berkeley/Alameda County CoC's Coordinated Entry System. This dual role helps ensure strong connectivity between HHAP funds and Coordinated Entry. As with all funds, including HHAP, the County requires that any contract utilizing county-administered homeless funding utilize Coordinated Entry for program access and referral. This is included in contract language.

Outreach teams are another example of how HHAP-funded programs connect closely with Coordinated Entry: Outreach services in Alameda County are covered by countywide Health Care for the Homeless Street Health outreach teams and supplemented by Coordinated Entry Access points as well as by city-contracted outreach. These teams include community health workers, social workers, navigators, and licensed medical staff to ensure they can triage immediate need and connect people to appropriate services. They distribute resources and provide basic medical care at the sites where unsheltered people are living. They coordinate closely with coordinated entry in every geographic zone to provide housing problem solving, connect people to crisis and housing assessments, and prioritization for housing resources. They also support the early steps of our CE workflow, prior to assessment and prioritization, including screening, HMIS data entry, and Housing Problem Solving.

HHAP funds have also been (and will continue to be) used to support CE access points (housing resource centers) and 'front door' services directly connected with CES. With our newest youth access point, we now have 12 access points across the County, with staff providing housing problem solving, flexible funds, crisis and housing assessment, and program referral.

One final example- HHAP funds are supporting consumers who are not eligible/enrolled in Medi-Cal managed care, but are prioritized for housing through CE, to receive CalAIM Housing Community Support services, specifically Housing Navigation and Tenancy Sustaining Services. We engaged our managed care partners early on to ensure that we could use CE prioritization to refer people to available Housing Community Support slots. This model allows for close alignment between anyone prioritized for a housing resource being able to begin working immediately with a housing navigator so they can access that resource as soon as its available. And the HHAP funds ensure that we can serve everyone who has been prioritized, regardless of insurance status.

Certification

I certify that all information included in this Application is true and accurate to the best of my knowledge.
Yes

Table 1. Landscape Analysis of Needs and Demographics		
	People Experiencing Homelessness	Source and Date Timeframe of Data
Population and Living Situations		
TOTAL # OF PEOPLE EXPERIENCING HOMELESSNESS	19404	APR CY 2021
# of People Who are **Sheltered** (ES, TH, SH)	2612	2022 PIT Count
# of People Who are **Unsheltered**	7135	2022 PIT Count
Household Composition		
# of Households **without Children**	14333	APR CY 2021
# of Households with **At Least 1 Adult & 1 Child**	1214	APR CY 2021
# of Households with **Only Children**	116	APR CY 2021
Sub-Populations and Other Characteristics		
# of Adults Who are Experiencing **Chronic Homelessness**	6695	APR CY 2021
# of Adults Who are Experiencing **Significant Mental Illness**	7284	APR CY 2021
# of Adults Who are Experiencing **Substance Abuse** Disorders	3297	APR CY 2021
# of Adults Who are **Veterans**	1113	APR CY 2021
# of Adults with **HIV/AIDS**	386	APR CY 2021
# of Adults Who are **Survivors of Domestic Violence**	2925	APR CY 2021
# of **Unaccompanied Youth (under 25)**	1408	APR CY 2021
# of **Parenting Youth (under 25)**	135	APR CY 2021
# of People Who are **Children of Parenting Youth**	167	APR CY 2021
Gender Demographics		
# of **Women/Girls**	8675	APR CY 2021
# of **Men/Boys**	10055	APR CY 2021
# of People Who are **Transgender**	79	APR CY 2021
# of People Who are **Gender Non-Conforming**	43	APR CY 2021
Ethnicity and Race Demographics		
# of People Who are **Hispanic/Latino**	3201	APR CY 2021
# of People Who are **Non-Hispanic/Non-Latino**	15468	APR CY 2021
# of People Who are **Black or African American**	10649	APR CY 2021
# of People Who are **Asian**	469	APR CY 2021
# of People Who are **American Indian or Alaska Native**	622	APR CY 2021
# of People Who are **Native Hawaiian or Other Pacific Islander**	328	APR CY 2021
# of People Who are **White**	5020	APR CY 2021
# of People Who are **Multiple Races**	1342	APR CY 2021

Table 2. Landscape Analysis of People Being Served									
	Permanent Supportive Housing (PSH)	Rapid Rehousing (RRH)	Transitional Housing (TH)	Intermin Housing or Emergency Shelter (IH / ES)	Diversion Services and Assistance (DIV)	Homelessness Prevention Services & Assistance (HP)	Outreach and Engagement Services (O/R)	Other: CE Enrollment	Source(s) and Timeframe of Data
Household Composition									
# of Households **without Children**	1951	1929	797	4187	1635	307	3546	2846	Q8A, APR 1/1/21-12/31/21
# of Households with **At Least 1 Adult & 1 Child**	231	363	78	231	272	10	15	375	Q8A, APR 1/1/21-12/31/21
# of Households with **Only Children**	0	2	2	81	0	0	19	1	Q8A, APR 1/1/21-12/31/21
Sub Populations and Other Characteristics									
# of Adults Who are Experiencing **Chronic Homelessness**	1455	1236	411	1921	1177	24	1855	1967	Q26b, APR 1/1/21-12/31/21
# of Adults Who are Experiencing **Significant Mental Illness**	1720	855	432	1105	1030	109	1651	1818	Q13a.1., APR 1/1/21-12/31/21
# of Adults Who are Experiencing **Substance Abuse** Disorders	879	341	154	569	549	18	850	955	Q13a.1., APR 1/1/21-12/31/21
# of Adults Who are **Veterans**	195	485	88	153	52	102	124	95	Q25a, APR 1/1/21-12/31/21
# of Adults with **HIV/AIDS**	141	40	9	20	53	1	56	96	Q13a.1, APR 1/1/21-12/31/21
# of Adults Who are **Survivors of Domestic Violence**	575	348	152	372	556	39	440	964	Q14a., APR 1/1/21-12/31/21
# of **Unaccompanied Youth (under 25)**	47	102	174	364	115	8	761	223	Q27, APR 1/1/21-12/31/21
# of **Parenting Youth (under 25)**	0	38	35	25	46	0	0	61	Q27b, APR 1/1/21-12/31/21
# of People Who are **Children of Parenting Youth**	0	50	48	26	61	0	0	83	Q27b, APR 1/1/21-12/31/21
Gender Demographics									
# of **Women/Girls**	1362	1412	402	2048	1104	172	1494	1997	Q10a, Q10b, APR 1/1/21-12/31/21
# of **Men/Boys**	1563	1778	618	3139	1211	165	2038	1815	Q10a, Q10b, APR 1/1/21-12/31/21
# of People Who are **Transgender**	15	12	9	29	7	2	18	18	Q10a, Q10b, APR 1/1/21-12/31/21
# of People Who are **Gender Non-Conforming**	1	4	10	13	8	2	12	17	Q10a, Q10b, APR 1/1/21-12/31/21
Ethnicity and Race Demographics									
# of People Who are **Hispanic/Latino**	445	599	159	915	422	47	617	648	Q12b, APR 1/1/21-12/31/21
# of People Who are **Non-Hispanic/Non-Latino**	2494	2590	874	4296	1792	290	2969	3064	Q12b, APR 1/1/21-12/31/21
# of People Who are **Black or African American**	1565	1762	679	2790	1184	237	1957	2112	Q12a, APR 1/1/21-12/31/21
# of People Who are **Asian**	73	79	22	149	56	9	87	98	Q12a, APR 1/1/21-12/31/21
# of People Who are **American Indian or Alaska Native**	91	90	30	197	45	13	152	100	Q12a, APR 1/1/21-12/31/21
# of People Who are **Native Hawaiian or Other Pacific Islander**	44	53	24	122	56	5	66	70	Q12a, APR 1/1/21-12/31/21
# of People Who are **White**	877	930	190	1610	674	61	1070	997	Q12a, APR 1/1/21-12/31/21
# of People Who are **Multiple Races**	290	261	78	322	148	10	227	257	Q12a, APR 1/1/21-12/31/21

Table 3. Landscape Analysis of State, Federal and Local Funding

Funding Program *(choose from drop down opt ons)*	Fiscal Year *(se ect al that apply)*	Total Amount Invested into Homelessness Interventions	Funding Source*	Intervention Types Supported with Funding *(select all that apply)*		Brief Description of Programming and Services Provided	Populations Served *(please x the appropr ate popu at on[s])*								
Homekey (via HCD)	FY 2021-2022	$ 75,519,074.00	State Agency	Non-Congregate Shelter/ Interim Housing		Utilizing Homekey R1, 2, to purchase hotels as well as scattered side residential homes to convert to perm. shared housing. Interim Housing is provided in the meantime, with a plan for those residents to stay as the site is converted to housing in the near future. Of the County's award, $2,496,000 used for operating subsidies; $27,049,500 in capital awards used to purchase sites in 2021.		**ALL PEOPLE EXPERIENCING HOMELESSNESS**	**TARGETED POPULATIONS** (*please "x" all that apply*)						
				Permanent Supportive and Service-Enriched Housing					X	People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
										People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
										People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	complications to COVID population, including seniors	
Emergency Solutions Grants (ESG) - via HCD	FY 2021-2022	$760,432.00	State Agency	Non-Congregate Shelter/ Interim Housing		State ESG grant is awarded annually and is $365,315 for the current grant year. We anticipate an increase with the most recent application submitted for $395,117. We have not estimated beyond the next grant cycle. State ESG funds are used to support emergency shelter and provide rental assistance via RRH programs that are attached to shelter as one possible exit strategy.	X	**ALL PEOPLE EXPERIENCING HOMELESSNESS**	**TARGETED POPULATIONS** (*please "x" all that apply*)						
	FY 2022-2023			Rental Assistance						People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
				Administrative Activities						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
										People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)	
Emergency Solutions Grants (ESG) - via HUD	FY 2021-2022	$370,184.00	Federal Agency	Non-Congregate Shelter/ Interim Housing		Federal ESG is awarded annually and is currently $185,092 annually. We have not estimated beyond the next grant cycle. Federal ESG funds are used to support emergency shelter and provide rental assistance via RRH programs that are attached to shelter as one possible exit strategy.	X	**ALL PEOPLE EXPERIENCING HOMELESSNESS**	**TARGETED POPULATIONS** (*please "x" all that apply*)						
	FY 2022-2023			Rental Assistance						People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
				Administrative Activities						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
										People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)	
Emergency Solutions Grants - CV (ESG-CV) - via HUD	FY 2021-2022	$5,769,334.00	Federal Agency	Rental Assistance		The bulk of ESG-CV funds have been used to support exits from Project Roomkey Operation Safer Ground sites to permanent housing in the community ('Project Roomkey Housing Transitions' program). In most instances, ESG-CV funds bridge housing to PSH, and the emergency housing vouchers specifically. For those that cannot transition to EHV or other PSH opportunities, the ESG-CV funds will be backfilled with other sources to provide ongoing subsidies.		**ALL PEOPLE EXPERIENCING HOMELESSNESS**	**TARGETED POPULATIONS** (*please "x" all that apply*)						
	FY 2022-2023			Administrative Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
										People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
										People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other : High risk of complications to COVID population, including seniors	
Emergency Solutions Grants - CV (ESG-CV) - via HCD	FY 2021-2022	$11,748,000.00	State Agency	Rental Assistance		The bulk of ESG-CV funds have been used to support exits from Project Roomkey Operation Safer Ground sites to permanent housing in the community. In most instances, ESG-CV funds bridge housing to PSH, and the emergency housing vouchers specifically. For those that cannot transition to EHV or other PSH opportunities, the ESG-CV funds will be backfilled with other sources to provide ongoing subsidies. State ESG-CV funds also funded Shelter Operations for Project Roomkey site		**ALL PEOPLE EXPERIENCING HOMELESSNESS**	**TARGETED POPULATIONS** (*please "x" all that apply*)						
	FY 2022-2023			Non-Congregate Shelter/ Interim Housing						People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
				Administrative Activities						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
										People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other : High risk of complications to COVID population, including seniors	
No Place Like Home (NPLH) - via HCD	FY 2021-2022	$32,000,975.00	State Agency			Amount represents total round 3 NPLH awards; County is still awaiting round 4 notification (county allotment should be $21M). Funds will be issued as deferred payment loans to developers working in conjunction with counties to acquire, design, construct, rehabilitate, and preserve PSH. Funds don't include rental assistance, however some of these units may be connected to PBVs.		**ALL PEOPLE EXPERIENCING HOMELESSNESS**	**TARGETED POPULATIONS** (*please "x" all that apply*)						
				Administrative Activities					X	People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
				Permanent Supportive and Service-Enriched Housing					X	People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
										People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)	
Homeless Housing, Assistance and Prevention Program (HHAP) - via Cal ICH	FY 2021-2022	$150,128,618.00	State Agency	Systems Support Activities	Diversion and Homelessness Prevention	Due to the one-time nature, and the end of whole person care and HEAP, most of these funds have continued expanding critical countywide services, including street health outreach, housing navigation, and housing tenancy sustaining services. They've also been leveraged as part of planned CE access point expansion, with housing problelm solving and flexible financial assistance. Interim housing	X	**ALL PEOPLE EXPERIENCING HOMELESSNESS**	**TARGETED POPULATIONS** (*please "x" all that apply*)						
	FY 2022-2023			Administrative Activities	Outreach and Engagement					People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
	FY 2023-2024			Non-Congregate Shelter/ Interim Housing						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
	FY 2024-2025			Rental Assistance						People Exp **Substance Abuse Disorders**	X	Unaccompanied Youth		Other (*please enter here*)	
Project Roomkey and Rehousing - via CDSS	FY 2021-2022	$15,441,996.00	State Agency	Systems Support Activities		Project Roomkey grant (2 allocations) has been used to support non-congregate shelter operations for our hotel sites throughout the pandemic, as well as services to help rehouse those hotel guests into permanent housing in the community. Specific set asides have lso supported services for those Roomkey guests who are part of our TAY system as well as impacted by gender-based violence.		**ALL PEOPLE EXPERIENCING HOMELESSNESS**	**TARGETED POPULATIONS** (*please "x" all that apply*)						
				Non-Congregate Shelter/ Interim Housing						People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
										People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
										People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (high vulnerability to COVID)	

FEMA Public Assistance Program Category B - via FEMA	FY 2021-2022	$19,450,474	Federal Agency	Non-Congregate Shelter/ Interim Housing		Estimate only based on amount billed. No FEMA funds for Project Roomkey have been received to date, and there may be additional funds discounted. Expenses billed to FEMA include PRK hotel leases, nursing and caregiving costs, security, and transportation. Not included is shelter operator contracts which aren't FEMA-reimbursable and have been supported by both PRK and ESG-CV grants.		ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS (*please "x" all that apply*)				
				Systems Support Activities					People Exp **Chronic Homelessness**		Veterans		Parenting Youth
									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (high vulnerability to COVID)
CalWORKs Housing Support Program (HSP) - via CDSS	FY 2021-2022	$13,282,116.00	State Agency	Systems Support Activities		Program supports families to obtain or keep permanent housing. Funds are used for the following: rental assistance, security deposits, utilities, moving costs, hotel vouchers, landlord recruitment, case management, outreach and placement, legal services, and credit repair.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS (*please "x" all that apply*)				
	FY 2022-2023			Rental Assistance					People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024			Administrative Activities					People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
	FY 2024-2025								People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other: families with children
Housing and Disability Advocacy Program (HDAP) - via CDSS	FY 2021-2022	$17,421,518.00	State Agency	Systems Support Activities	Permanent Supportive and Service-Enriched Housing	Current amount reflects re-appropriated, competitive and non-competitive funds in FY 21/22. HDAP funds support a flexible housing subsidy pool to secure long-term subsidies and placements for HDAP clients; benefits advocacy, housing support and navigation for clients awaiting PSH; and safe-haven emergency housing.		ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS (*please "x" all that apply*)				
	FY 2022-2023			Non-Congregate Shelter/ Interim Housing					X People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024			Rental Assistance					People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
	FY 2024-2025			Outreach and Engagement					People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other homeless, disabled
Continuum of Care Program (CoC) - via HUD	FY 2021-2022	$36,211,689.00	Federal Agency	Systems Support Activities		The HUD CoC grants focus primarily on PSH rental assistance (and accompanying services) for formerly homeless households already in housing, with some funding focused on RRH and TH, including for some subpopulations of focus.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS (*please "x" all that apply*)				
	FY 2022-2023			Rental Assistance					X People Exp **Chronic Homelessness**		Veterans		Parenting Youth
				Non-Congregate Shelter/ Interim Housing					People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
				Administrative Activities					People Exp **Substance Abuse Disorders**	X	Unaccompanied Youth	X	Other (Gender-Based Violence)
Emergency Housing Vouchers (EHVs) - via HUD	FY 2021-2022	$ 61,714,285.00	Federal Agency	Rental Assistance		875 Housing Choice Vouchers awarded. Our CE prioritization policy for COVID resources was used to match vulnerable households in Project Roomkey to permanent subsidies.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS (*please "x" all that apply*)				
	FY 2022-2023								X People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024								People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
	FY 2024-2025								People Exp **Substance Abuse Disorders**	X	Unaccompanied Youth	X	Other (Gender-Based Violence)
Other (enter funding source under dotted line)	FY 2021-2022	$15,600,000.00	Federal Agency	Systems Support Activities		Funds the Health Care for the Homeless program which provides shelter health, FQHC services for homeless and disabled, street health outreach, and mobile health services.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS (*please "x" all that apply*)				
	FY 2022-2023			Administrative Activities					People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024			Outreach and Engagement					People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
Health Resources and Services Administration (HRSA)	FY 2024-2025			Non-Congregate Shelter/ Interim Housing					People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Local General Fund	FY 2021-2022	$27,875,000	Local Agency	Outreach and Engagement	Rental Assistance	County Maintenance of Effort budget across several departments (Probation, Social Services, Community Development, Health Care) estimated using 2021 final budget, with approximately 25% of homeless funding in the County coming from local sources.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS (*please "x" all that apply*)				
				Non-Congregate Shelter/ Interim Housing	Permanent Supportive and Service-Enriched Housing				People Exp **Chronic Homelessness**		Veterans		Parenting Youth
				Diversion and Homelessness Prevention					People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
(County General Fund)				Systems Support Activities					People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Other (enter funding source under dotted line)	FY 2021-2022	$33,318,300.00	State Agency	Systems Support Activities		DHCS funding through Medi-Cal Managed Care Plans for CalAIM Housing Community Supports (Housing Navigation, Housing Tenancy and Stability services, and Housing Deposits) for managed care enrollees. Actual funding will depend on # served and insurance status. Amount estimated based on projected # MCP enrollees served in CY 2022.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS (*please "x" all that apply*)				
	FY 2022-2023			Administrative Activities					X People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024								People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
CalAIM (Medi-Cal)	FY 2024-2025								People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Home Safe - via CDSS	FY 2021-2022	$3,591,071.00	State Agency	Systems Support Activities		Provides short-term supports, case management, and housing navigation assistance to prevent homelessness among APS clients, victims in a substantiated case of fraud, abuse, or self-neglect, and at risk of housing insecurity.		ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS (*please "x" all that apply*)				
				Rental Assistance					People Exp **Chronic Homelessness**		Veterans		Parenting Youth
				Diversion and Homelessness Prevention					People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (APS clients including older adults)

Local General Fund	FY 2021-2022	$18,342,989.00	Local Agency	Systems Support Activities	Permanent Supportive and Service-Enriched Housing	Amounts based off of FY 20/21 city local funding allocations from all 14 cities in Alameda County. Since FY 21/22 isn't closed out, unable to pull final allocation numbers for current fiscal year.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)			
				Administrative Activities	Diversion and Homelessness Prevention				People Exp **Chronic Homelessness**		Veterans	Parenting Youth
				Non-Congregate Shelter/ Interim Housing	Outreach and Engagement				People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**	Children of Parenting Youth
(City General Funds)				Rental Assistance					People Exp **Substance Abuse Disorders**		Unaccompanied Youth	Other (*please enter here*)
Other (enter funding source under dotted line)		$54,269,385		Systems Support Activities	Permanent Supportive and Service-Enriched Housing	Cities: Amounts based off of FY 20/21 city direct funding allocations from State and Federal sources combined. Since FY 21/22 isn't closed out, unable to pull final allocation numbers for current fiscal year.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)			
				Administrative Activities	Diversion and Homelessness Prevention				People Exp **Chronic Homelessness**		Veterans	Parenting Youth
				Non-Congregate Shelter/ Interim Housing	Outreach and Engagement				People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**	Children of Parenting Youth
(City direct allocations from State and Federal sources)				Rental Assistance					People Exp **Substance Abuse Disorders**		Unaccompanied Youth	Other (*please enter here*)
Emergency Rental Assistance (ERA) - via Treasury	FY 2021-2022	$50,800,000	Federal Agency	Rental Assistance		Includes amounts allocated to the County, and cities of Fremont and Oakland. Not all funds will support individuals who are likely to become homeless if they lose their housing.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)			
				Administrative Activities					People Exp **Chronic Homelessness**		Veterans	Parenting Youth
									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**	Children of Parenting Youth
									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X Other: at risk of homelessness
California COVID-19 Rent Relief Program - via HCD	FY 2021-2022	$53,000,000	State Agency	Rental Assistance		Includes amounts allocated to the County, and cities of Fremont and Oakland. Not all funds will support individuals who are likely to become homeless if they lose their housing.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)			
				Administrative Activities					People Exp **Chronic Homelessness**		Veterans	Parenting Youth
									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**	Children of Parenting Youth
									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X Other: at risk of homelessness
HOME Program - via HCD	FY 2021-2022			Rental Assistance		All HOME funds used for tenant-based rental assistance this current fiscal year. Future uses may change. Amounts estimated for 4 years based on current annual award amount. Not all funds will support individuals who are currently homeless (includes at-risk populations, including low and very low-income families).		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)			
	FY 2022-2023								People Exp **Chronic Homelessness**		Veterans	Parenting Youth
	FY 2023-2024	$ 2,200,000.00	State Agency						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**	Children of Parenting Youth
	FY 2024-2025								People Exp **Substance Abuse Disorders**		Unaccompanied Youth	x Other: at risk of homelessness; low and very low-income households
Community Development Block Grant (CDBG) - via HUD	FY 2021-2022			Outreach and Engagement		CDBG funds currently used across several different interventions, including facility enhancements, to support people experiencing homelessness, people at risk of homelessness, seniors, and people who are homeless with HIV/AIDS. Amounts estiamted for 4 years based on current annual award amount.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)			
	FY 2022-2023			Systems Support Activities					People Exp **Chronic Homelessness**		Veterans	Parenting Youth
	FY 2023-2024	$ 1,348,884.00	Federal Agency	Non-Congregate Shelter/ Interim Housing					People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**	Children of Parenting Youth
	FY 2024-2025								People Exp **Substance Abuse Disorders**		Unaccompanied Youth	x Other: seniors, homeless w/ HIV/AIDS, homeless, low-income
Other (enter funding source under dotted line)	FY 2022-2023			Systems Support Activities	Non-Congregate Shelter/ Interim Housing	Youth Homelessness Demonstration Program funds awarded by HUD to the CA-502 CoC support the development and implementation of an in-depth plan to meet the needs of youth at-risk of or experiencing homelessness and to work towards ending youth homelessness in the community. Amount estimated over 4		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)			
	FY 2023-2024			Administrative Activities	Rental Assistance				People Exp **Chronic Homelessness**		Veterans	X Parenting Youth
	FY 2024-2025	$ 16,422,396.54	Federal Agency	Diversion and Homelessness Prevention					People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**	X Children of Parenting Youth
Youth Homelessness Demonstration Program (YHDP)				Outreach and Engagement					People Exp **Substance Abuse Disorders**	X	Unaccompanied Youth	Other (*please enter here*)
									TARGETED POPULATIONS (*please "x" all that apply*)			
									People Exp **Chronic Homelessness**		Veterans	Parenting Youth
		$ -							People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**	Children of Parenting Youth
									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	Other (*please enter here*)

* NOTE: Private funder(s) option here could include philanthropy, resources from managed care plans organizations, corporate funders, or other private sources of funding

Table 4. Outcome Goals

Outcome Goal #1a: Reducing the number of persons experiencing homelessness.

Baseline Data: Annual estimate of number of people accessing services who are experiencing homelessness	Outcome Goals July 1, 2021 - June 30, 2024	
	Decrease/Increase in # of People	Decrease/Increase as % Change from Baseline
9,081	Increase of 7,919 (17,000 total)	Increase of 87%

Optional Comments

HDIS data shows the number of people served in our system to be much lower than local HMIS data, which shows over 19,000 people served in our homeless response system in 2021. Reasons for this discrepancy include that Coordinated Entry data was not included in our HDIS baseline data, but we have reason to believe it will show up in future HDIS data (due to local changes in HMIS). Therefore, while 17,000 is an increase from the HDIS baseline, it is a reduction from what we believe is the real number of those served in our homeless response system and what will eventually be reflected in the State's HDIS data. This increase in # served also reflects expanded access to services throughout our system and more coverage of people experiencing homelessness by our local HMIS. Given this, we anticipate a flattening of the curve by 2024.

Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness

Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	Describe the trackable data goal(s) related to this Outcome Goal:
Black and African American people experiencing homelessness are the largest population of people represented in our homeless system. This population has been consistently over-represented, compared to their representation in the general population. The Black and African American population is approximately 11% of Alameda County, but 53% of those experiencing homelessness (according to HDIS data). We also see that this percentage has gradually increased over time. It is imperative that we take steps to address the disproportionate impact and increase people served to eventually reduce the percentage to align with what we see in the general population. We have a baseline of 4,793 Black or African Americans served in our homeless system in CY 2020 (an increase of 32% from 2018-2020), and a goal of serving 10,000 Black or African American individuals in 2024, which would be an increase of 109% from 2020. At this rate in 2024 Black or African American people would comprise 59% of those receiving homeless services. In this instance, we want this population to be higher than in 2020, to reflect serving this group at a higher rate than in 2020. Ensuring that people who are Black or African American are increasingly being served in our homeless response system ensures being matched with housing exits. Since we expect to be closer to a total population of 17,000 people experiencing homelessness in 2024, we will set our goal based on % of population at that time.	People who are Black or African American as a % of total persons served by our homeless response system. Our target will be to increase this percentage represented in homeless system programs to reach 59% of total population served by 2024.

Outcome Goal #1b: Reducing the number of persons experiencing unsheltered homelessness on a daily basis		
Baseline Data: Daily Estimate of # of people experiencing unsheltered homelessness	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Reduction in # of People	**Reduction as % Change from Baseline**
6,312	Increase of 1,788 (8,100 total)	28% Increase

Optional Comments
From 2018-2020 our CoC experienced a 63% increase in unsheltered homelessness and we continue to see an upward trajectory, in both number and % of the unsheltered homeless population, according to our 2022 PIT Count data. If we continue with the current trajectory, we would expect our unsheltered population to grow to 10,303 in 2024. We are setting a goal to decrease the current rate of increase in unsheltered homelessness, and to have no more than 8100 people unsheltered in 2024. This goal (8,100 unsheltered in 2024) would be an INCREASE of 28% between 2020 and 2024, which is less than half of our current rate of increase for this measure (63%). Rationale for this goal includes the impact of the increase in shelter capacity as a result of one-time COVID resources, which has and continues to lead to increases in sheltered homelessness. In addition, as COVID regulations are lifted, shelter capacity may expand back toward pre-COVID levels, also increasing capacity for shelter.

Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness	
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:**
Our latest PIT Count (2022) shows that unaccompanied youth households (ages 18-24) that are unsheltered comprise 9.3% of our CoC's total unsheltered population, which is higher than the percentage this population represents within our total homeless system (8%). This overrepresentation of youth in unsheltered homelessness is also consistent with data from our 2019 PIT Count which shows youth represented at 9% of the unsheltered population. We have seen this number reduced in the past (between 2017 and 2019), and believe that with targeted interventions including expanded access to Coordinated Entry through youth access points (and through our CoC's YHDP projects), as well as interim housing for youth which is coming online this year, we can once again impact this number.	Our goal is to bring the # of unaccompanied youth (ages 18-24) who are unsheltered down by 2.3% to 7% of the unsheltered population in 2024. This decrease would be a full percentage point lower from the current percent of the total homeless population that unaccompanied youth currently represent.

Outcome Goal #2: Reducing the number of persons who become homeless for the first time.		
Baseline Data: Annual Estimate of # of people who become homeless for the first time	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Reduction in # of People	**Reduction as % Change from Baseline**
3,967	Increase of 2,033 (6000 total)	51% Increase
Optional Comments		
Our CoC doesn't currently anticipate an influx in prevention resources, however, we do foresee that due to lifting of eviction moratoria we will likely see a future increase in first-time homelessness. HDIS data shows that between 2018 and 2020 our CoC saw a 69% increase in first time homelessness. At this rate of increase, we would expect to see approx. 6,700 people becoming homeless for the first time in 2024. Homelessness response system modeling and projections included in our Home Together 2026 Plan also project an increase in first time homelessness in 2022 and 2023, with eventual stabilizing in 2024 and a slight decrease by 2026. For these reasons, we propose to slow this upward trajectory of the rate of first time homelessness, from 69% to 51% between 2020 and 2024. This goal would result in 6,000 people becoming homeless for the first time in 2024 instead of 6,699, which would be the projection at our current rate of increase.		
Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:		**Describe the trackable data goal(s) related to this Outcome Goal:**
Between 2018-2020, the growth in first time homelessness among the Black or African American population in our CoC was 45%. The percentage of Black or African American people who became homeless for the first time in CY 2020 was 1,951, or 49% of the total number of people experiencing homelessness for the first time, well above the representation of Black or African American in the general county population (11%). We are proposing to reduce first time homelessness for black or African American people in our homeless response system through current problem solving and flexible financial assistance resources targeted to achieve greater race equity. Instead of growth at 45%, we are proposing to slow the growth rate to 41% in 2024, so that no more than 2,750 of those becoming homeless for the first-time are Black or African American.		The percentage change in the rate of increase of persons who become homeless for the first time who are Black or African American will slow from 45% to 41% between 2020 and 2024.

Outcome Goal #3: Increasing the number of people exiting homelessness into permanent housing.		
Baseline Data: **Annual Estimate of # of people exiting homelessness into permanent housing**	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Increase in # of People	**Increase as % Change from Baseline**
1,813	Increase of 137 (1950 total)	8% Increase
Optional Comments		
Most of the housing inventory in our system's pipeline for the next few years will show up in HMIS as PSH, meaning that people who are housed with these resources won't be counted as 'system exits'. While we anticipate the number of people exiting homelessness to continue to grow, most of this growth will not be captured by this measure, given that, for the State/HDIS, only those that are exited/housed without any ongoing homelessness response system resources will be counted. We anticipate a smaller increase for those exiting to housing outside of our system, as our resources and attention are going toward pathways where people are supported with system resources to maintain their housing. In addition, given planned increases in shelter to reduce unsheltered homelessness, our system will have a growing number of people in shelter that need housing exits.		
Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:		**Describe the trackable data goal(s) related to this Outcome Goal:**
In alignment with our Home Together 2026 Community Plan to center race equity and reduce racial disparities, and in the absence of any one single group disproportionately impacted according to the State HDIS data, we will set an intention to reach larger percentages of all BIPOC served by the system and exiting to permanent housing, so that it aligns with BIPOC representation in the overall homeless system.		To achieve equity in this measure for all BIPOC populations experiencing homelessness, by 2024 at least 4% of housing exits should be American Indian or Alaska Native; 3% Asian; 53% Black or African American; and 2% Native Hawaiian or other Pacific Islander; and 7% with multiple races.

Outcome Goal #4: Reducing the length of time persons remain homeless.		
Baseline Data: **Average length of time (in # of days) persons enrolled in street outreach, emergency shelter, transitional housing, safehaven projects and time prior to move-in for persons enrolled in rapid rehousing and permanent housing programs"**	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Decrease in Average # of Days	**Decrease as % Change from Baseline**
152	0	0%
Optional Comments		
The State's HDIS data shows an 11% decrease in days homeless over a 3-year period. However, our local data shows a large discrepancy in the average length of time that people in Alameda County remain homeless (HMIS data shows 229 days is the average length of time homeless in CY 2021). Due to this variation in data that is not well explained, the fact that historically this measure has been difficult to impact, that outliers for this measure can impact the average for the entire population, and that, due to conditions related to the COVID-19 pandemic, people have and continue to spend longer than typical durations in ES, our goal is to maintain the current average length of time people remain homeless, and to prevent any large increases in this measure.		
Describe Your Related Goals for **Underserved Populations and Populations Disproportionately Impacted by Homelessness**		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:		**Describe the trackable data goal(s) related to this Outcome Goal:**
Currently, the average length of time that families in the homelessness response system remain homeless is much higher than for households without children. This could be attributable to families spending more time in programs such as interim housing/transitional housing/etc., while awaiting permanent housing. At the current rate of increase, State HDIS data shows that length of time families remain homeless would be 235 days by 2024. Our goal is to bring this number down to less than 200 days by 2024, a 13% decrease in length of time, as opposed to the current trend of a 2% increase.		Reduce the average length of time that families with children remain homeless. Target goal is less than 200 days that families remain homeless by 2024. This is a 13% decrease in average length of time that families remain homeless from the 2020 HDIS baseline (230 days).

Outcome Goal #5: Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.		
Baseline Data: **% of people who return to homelessness after having exited homelessness to permanent housing**	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Decrease in % of People who return to Homelessness	**Decrease as % Change from Baseline**
8.64%	0% (holds at 9%)	0%
Optional Comments		
Alameda County proposes to maintain (not increase) our approximately 9% rate of returns to homelessness as we look to increase the total number of people exiting the system to permanent housing. This measure has had 0% change between 2018 and 2020. There will always be some level of attrition across housing exits, and we've seen this % remain steady through the years. Our focus is on increasing the number of exits from homelessness, but shifts in housing retention are small and difficult to impact significantly, especially as we increase housing exit resources for those who don't require intensive ongoing services. A 9% rate of returns to homelessness is also aligned with the projection from our recently updated homelessness system model, detailed in the Home Together 2026 Community Plan.		
Describe Your Related Goals for **Underserved Populations and Populations Disproportionately Impacted by Homelessness**		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:		**Describe the trackable data goal(s) related to this Outcome Goal:**
Returns to homelessness for veterans are currently at 14% (and have seen an increase of 7% between 2018-2020), which is well above the system-wide rate of 9%. Our goal is to decrease veterans' returns to homelessness, so they're more in line with the rate of returns to homelessness in the overall homeless system. We believe that decreasing returns to homelessness for veterans from 14% to 9% can be accomplished with continued partnership with our local VA office to sustain housing for veterans through programs like HUD-VASH and SSVF.		Reduce the percentage of veterans who return to homelessness after exiting homelessness to permanent housing from 14% to 9%, a decrease of 5%.

Outcome Goal #6: Increasing successful placements from street outreach.		
Baseline Data: **Annual # of people served in street outreach projects who exit to emergency shelter, safe haven, transitional housing, or permanent housing destinations.**	**Outcome Goals July 1, 2021 - June 30, 2024**	
	Increase in # of People Successfully Placed from Street Outreach	**Increase as % of Baseline**
24	24 (48 total)	100% Increase
Optional Comments		
State HDIS data shows that successful placements from Street Outreach programs have increased by 71% between 2018 and 2020. At this rate of increase we would expect to reach 41 successful placements from Street Outreach by 2024. However, we believe we can aim higher as we expect an expansion of outreach teams using HMIS in our CoC beginning FY 2022/2023. There are more street health outreach teams who are also participating in housing problem solving and front door services as part of Coordinated Entry which should also positively impact this measure.		
Describe Your Related Goals for **Underserved Populations and Populations Disproportionately Impacted by Homelessness**		
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:		**Describe the trackable data goal(s) related to this Outcome Goal:**
There was insufficient population data from HDIS on those included in this measure for 2018 - 2020. However, we do know that 14 out of 24 (58%) successful placements from street outreach were for white people. While this is not a large enough sample size to show up in the HDIS baseline numbers for the breakdown of additional races, we can conclude that only 10 out of 24 people in this category (42%) were not white. This conclusion does not align with the representation of BIPOC both in the overall homeless system and in the general population. Therefore, in the absence of a larger sample size to draw conclusions from regarding disproportionate impacts, and in alignment with the aim of our Home Together 2026 Community Plan to center racial equity and reduce racial disparities, we will set an intention to reach larger percentages of all BIPOC served by street outreach and exiting to successful placements, so that it aligns with BIPOC representation in the overall homeless system.		To achieve equity in this measure for all BIPOC populations experiencing homelessness, by 2024 at least 4% of successful placements from street outreach should be American Indian or Alaska Native; 3% Asian; 53% Black or African American; and 2% Native Hawaiian or other Pacific Islander; and 7% with multiple races.

Table 5. Strategies to Achieve Outcome Goals

Strategy	Performance Measure to Be Impacted (Check all that apply)
Description **Prevent Homelessness: Focus resources for prevention on people most likely to lose their homes** (Home Together Plan, Goal 1, Strategy 2)- Implement and expand shallow subsidies availability for people with fixed or limited income with housing insecurity to relieve rent burden and reduce the risk of becoming homeless. Track progress on this goal area through system performance measures and corresponding measures of increased racial equity.	☑ 1. Reducing the number of persons experiencing homelessness. ☑ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing. ☐ 4. Reducing the length of time persons remain homeless. ☑ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.
Timeframe July 1, 2022 - June 30, 2024	
Entities with Lead Responsibilities Office of Homeless Care and Coordination (system connection); Alameda County Behavioral Health (Care First, Jails Last); Social Services Agency (workforce	
Measurable Targets Add 830 shallow subsidies for households in our homelessness response system.	

Strategy	Performance Measure to Be Impacted (Check all that apply)
Description Prevent Homelessness for our residents: rapidly resolve episodes of homelessness through Housing Problem Solving (Home Together Plan, Goal 1, Strategy 3) by adding resources to flexible funding pools for Housing Problem Solving, a practice of helping people newly homeless or on the verge of homelessness to identify rapid solutions to their situation with light financial support. **Timeframe** July 1, 2022 - June 30, 2024 **Entities with Lead Responsibilities** OHCC as Coordinated Entry Management Entity **Measurable Targets** Increase current flexible funding for Housing Problem Solving by 20% from CY 2022 contract amounts (an increase of $100,000). Increase the centralized Housing Assistance Fund by 20% from CY 2022 levels (an increase of $200,000).	☑ 1. Reducing the number of persons experiencing homelessness. ☑ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing. ☐ 4. Reducing the length of time persons remain homeless. ☑ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy	Performance Measure to Be Impacted (Check all that apply)
Description **Prevent Homelessness for our residents: rapidly resolve episodes of homelessness through Housing Problem Solving** (Home Together Plan, Goal 1, Strategy 3) by offering Housing Problem Solving training and funding to all CE access point providers and outreach staff throughout the system so that providers can quickly assist people when and where they seek help. **Timeframe** July 1, 2022 - June 30, 2024 **Entities with Lead Responsibilities** OHCC as Coordinated Entry Management Entity **Measurable Targets** Facilitate at least one Housing Problem Solving training per year available to all CE providers.	☑ 1. Reducing the number of persons experiencing homelessness. ☑ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing. ☐ 4. Reducing the length of time persons remain homeless. ☑ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy	Performance Measure to Be Impacted (Check all that apply)
Description **Connect people to shelter and needed resources: expand access in key neighborhoods and continue improvements to Coordinated Entry** (Home Together Plan, Goal 2, Strategy 1). Activities include expanding neighborhood-based access points to the system's housing and shelter resources in places where people are most likely to lose housing or are currently experiencing homelessness; and continue to track and evaluate the impact of updates to CES to ensure impacts are effective and support reductions in racial disparities. **Timeframe** July 1, 2021 - June 30, 2024 **Entities with Lead Responsibilities** OHCC as CE Management Entity **Measurable Targets** Launch 2 Coordinated Entry Access Points for survivors of IPV and Youth.	☑ 1. Reducing the number of persons experiencing homelessness. ☐ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing. ☐ 4. Reducing the length of time persons remain homeless. ☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☑ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy	Performance Measure to Be Impacted (Check all that apply)
Description **Connect people to shelter and needed resources: Significantly increase the availability of shelter, especially non-congregate models, to serve vulnerable households and to reduce unsheltered homelessness** (Home Together Plan, Goal 2, Strategy 4). New shelter will be primarily non-congregate and include access to support services; as new housing comes online, transition non-congregate shelters into permanent housing or remove these beds from the system as demand is reduced. **Timeframe** July 1, 2022 - June 30, 2024 **Entities with Lead Responsibilities** OHCC, County Housing & Community Development, County Social Services Agency **Measurable Targets** Add 975 temporary additional non-congregate shelter beds to serve vulnerable adults, and families with children.	☑ 1. Reducing the number of persons experiencing homelessness. ☐ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing. ☐ 4. Reducing the length of time persons remain homeless. ☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☑ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

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Strategy	Performance Measure to Be Impacted (Check all that apply)
Description **Increase Housing Solutions: add units and subsidies for supportive housing, including new models for frail/older adults** (Home Together Plan, Goal 3, Strategy 1). Activities include expanding the supply of supportive housing subsidies and units through prioritization and matching strategies, and new development funding; and creating a new model of supportive housing for older/frail adults with more intensive health service needs. **Timeframe** July 1, 2022 - June 30, 2024 **Entities with Lead Responsibilities** County Housing & Community Development, OHCC **Measurable Targets** Add 575+ new supportive housing subsidies to our homelessness response system. Add 300+ new (additional) supportive housing subsidies for older adults.	☐ 1. Reducing the number of persons experiencing homelessness. ☐ 2. Reducing the number of persons who become homeless for the first time. ☑ 3. Increasing the number of people exiting homelessness into permanent housing. ☑ 4. Reducing the length of time persons remain homeless. ☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

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Strategy	Performance Measure to Be Impacted (Check all that apply)
Description **Increase housing solutions: Create dedicated affordable housing subsidies for people who do not need intensive services** (Home Together Plan, Goal 3, Strategy 2) by providing affordable housing without time limits for approximately 30% of adult only households and 28% of family households in the homeless system (over a five-year period). **Timeframe** July 1, 2022 - June 30, 2024 **Entities with Lead Responsibilities** HCD, OHCC **Measurable Targets** Add 1,570 dedicated affordable housing subsidies available to households in the homelessness response system.	☐ 1. Reducing the number of persons experiencing homelessness. ☐ 2. Reducing the number of persons who become homeless for the first time. ☑ 3. Increasing the number of people exiting homelessness into permanent housing. ☑ 4. Reducing the length of time persons remain homeless. ☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

☐ 1. Reducing the number of persons experiencing homelessness.

Strategy	Performance Measure to Be Impacted (Check all that apply)
Description	☐ 2. Reducing the number of persons who become homeless for the first time.
Increase housing solutions: Create dedicated affordable housing subsidies for people who do not need intensive services (Home Together Plan, Goal 3, Strategy 2) by adding capacity within the system to support new dedicated affordable units including staff for new local operating subsidy program, additional CE staffing and lighter and variable supportive services. Monitor race and ethnicity for those matched to dedicated affordable housing opportunities in the homeless system to ensure BIPOC populations are represented at or above their prevalence in the homeless system.	☑ 3. Increasing the number of people exiting homelessness into permanent housing. ☑ 4. Reducing the length of time persons remain homeless. ☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.
Timeframe	
July 1, 2022 - June 30, 2024	
Entities with Lead Responsibilities	
HCD, OHCC	
Measurable Targets	
Launch a Local Operating Subsidy Pool operated by HCD with support from OHCC in 2023.	☑ 1. Reducing the number of persons experiencing homelessness. ☐ 2. Reducing the number of persons who become homeless for the first time.

Strategy	Performance Measure to Be Impacted (Check all that apply)
Description	☐ 3. Increasing the number of people exiting homelessness into permanent housing.
Strengthen coordination, communication, and capacity: Use data to improve outcomes and track racial equity impacts (Home Together Plan, Goal 4, Strategy 1) by improving HMIS coverage; and improving data quality and regularly reviewing system and program outcomes data disaggregated by race.	☐ 4. Reducing the length of time persons remain homeless. ☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.
Timeframe	
July 1, 2021 - December 31, 2023	
Entities with Lead Responsibilities	
OHCC, County Housing & Community Development	
Measurable Targets	
Increase HMIS licensed users by 5% (approx. 32 new users); increase HMIS participating agencies by 5% (approx. 4 new agencies) in 2023.	☑ 1. Reducing the number of persons experiencing homelessness. ☐ 2. Reducing the number of persons who become homeless for the first time.

#	Strategy	Performance Measure to Be Impacted (Check all that apply)
	Description Strengthen coordination, communication, and capacity: Use data to improve outcomes and track racial equity impacts (Home Together Plan, Goal 4, Strategy 1) by improving the tracking of resources and inventory (e.g. development of a supportive housing pipeline tool) to support evaluation and reporting. **Timeframe** July 1, 2021 - December 31, 2023 **Entities with Lead Responsibilities** OHCC **Measurable Targets** Develop tracking tools and provide one quarterly update on the Home Together Community Plan in CY 2022.	☐ 3. Increasing the number of people exiting homelessness into permanent housing. ☐ 4. Reducing the length of time persons remain homeless. ☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Table 6. Funding Plans

Activity to be funded by HHAP 3 *(choose from drop down opt ons)*	Eligible Use Categories Used to Fund Activity										Total Funds Requested:	Description of Activity
	1. Rapid rehousing	2. Operating subsidies	3. Street outreach	4. Services coordination	5. Systems support	6. Delivery of permanent housing	7. Prevention and diversion	8. Interim sheltering (new and existing)	9. Shelter improvements to lower barriers and increase privacy	10. Administrative (up to 7%)		
Administrative Activities	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,276,686.85	$ 1,276,686.85	Indirect costs applied to HHAP Grant administration, related contract administration and programming
Rental Assistance	$ 4,000,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,000,000.00	$2,000,000 rental assistance for one-time (housing deposits, landlord incentives) and $2,000,000 short-term/ongoing uses (incl. bridge housing previously funded by ESG-CV for consumers who have exited Project Roomkey)
Diversion and Homelessness Prevention	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,229,798.00	$ -	$ -	$ -	$ 3,229,798.00	Housing Problem Solving at CE access points
Outreach and Engagement	$ -	$ -	$ 5,055,323.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,055,323.00	street health outreach teams ($4,391,988); outreach through CE access points ($463,335); TAY outreach and engagement at TAY access point ($200,000)
Systems Support Activities	$ -	$ -	$ -	$ 2,485,745.00	$ 1,864,935.34	$ -	$ -	$ -	$ -	$ -	$ 4,350,680.34	Services Coordination for housing navigation and tenancy supportive services once housed. Systems Support for supportive housing pipeline coordination (1 FTE for 2 years, $351,878), emerging leaders program for people with lived experience ($150,000), data analysis (1 FTE for 1 year, $171,776), and youth program coordination (1 FTE for 2 years, $351,878) and support for Youth Action Board ($389,403.34). $450,000 for HMIS System Administration
Non-Congregate Shelter/ Interim Housing	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,300,000.00	$ -	$ -	$ 5,300,000.00	Existing interim housing projects in collaboration with city partners ($3,800,000), as well as operational support for TAY shelter ($1,500,000) launched under previous rounds of HHAP.
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Totals:	**$ 4,000,000.00**	**$ -**	**$ 5,055,323.00**	**$ 2,485,745.00**	**$ 1,864,935.34**	**$ -**	**$ 3,229,798.00**	**$ 5,300,000.00**	**$ -**	**$ 1,276,686.85**	**$ 23,212,488.19**	

Explanation of How the Proposed Use of Funds Will Complement Existing local, state, and federal funds and equitably close the gaps identified in the Local Landscape Analysis

HHAP-3 funds, as with other rounds of HHAP, will be braided with local and HUD funds to continue supporting our CE access points through diversion efforts that include a robust housing problem solving program. Alameda County continues to expand access points to be community/neighborhood-based, and to build a more diverse network of providers who are neighborhood-based and trusted in the community. Our CE process was recently updated to help close equity gaps in who is prioritized for resources, while the access point network supports access in under-served/under-represented communities. HHAP funds are proposed to continue supporting housing tenancy sustaining services through CalAIM Housing Community Supports. Alameda County has implemented a model by which anyone prioritized for housing should be able to receive these housing community support services (housing navigation, housing deposits, tenancy sustaining services) regardless of insurance status. We have found that there is a large segment of our population who are either not on managed care at particular points in time, or are ineligible. By braiding HHAP with Medi-Cal funding, we can ensure full coverage of services for our homeless population. Tenancy sustaining services, in particular, are critical for Black or African American populations who disproportionately return to homelessness after being housed. Our Centering Race Equity in Homeless System Design Report (system modeling) also showed us that, amongst other things, we need flexible rental assistance with varying levels of support attached, to meet the needs of BIPOC communities which has led to greater investment in shallow subisides, using RRH resources as bridge housing, and so on. HHAP funds will continue to support these uses of rental assistance through established programs like our Housing Assistance Fund.

Table 7. Demonstrated Need

Complete ONLY if you are selected Non-Congregate Shelter / Interim Housing as an activity on the Funding Plans tab.

Demonstrated Need	
# of available shelter beds	*2937*
# of people experiencing unsheltered homelessness in the homeless point-in-time count	*6312*
Shelter vacancy rate (%) in the summer months	*49%*
Shelter vacancy rate (%) in the winter months	*46%*
% of exits from emergency shelters to permanent housing solutions	*39.18%*
Describe plan to connect residents to permanent housing.	
Shelter vacancy rates are artificially high due to maintaining pre-COVID inventory levels in HMIS (per discussion with HUD) even though up to 50% of beds in existing congregate shelter sites have been offline due to decompression in 2021. Inventory/total beds were not reduced in our HIC per community decision, so vacancy rates reflect all of the beds that remain unavailable in congregate settings. Since this may end up being a long-term situation, our CoC will be revisiting whether to remove those beds from HMIS in the future. The goal for use of new HHAP funds is to support more non-congregate shelter options that can replace beds no longer in use, as well as increase beyond existing inventory. All shelter residents are connected to our Coordinated Entry system- those interested in crisis resources are put in the crisis queue which is used to fill shelter beds, and those who screen as high priority are assessed further for matching to permanent housing. Most new interim housing programs coming online also include flexible funding/exit resources in their program budgets to support housing exits for those who aren't prioritized for a housing subsidy through CE. The community's goal in bringing on more non-congregate shelter, as discussed in our Home Together 2026 Community Plan, is to invest in sites that can eventually be converted to permanent housing (the Roomkey to Homekey model) with an assumption that resources for unsheltered homelessness will eventually decrease over our 5 year plan as we increase exits to permanent housing.	

California Interagency Council on Homelessness

HOMELESS HOUSING, ASSISTANCE AND PREVENTION PROGRAM (HHAP) - Round 3
BUDGET TEMPLATE

APPLICANT INFORMATION

CoC / Large City / County Name:	**CA-502 CoC// Alameda County**	**Applying Jointly? Y/N**	Y
Administrative Entity Name:	**Alameda County Health Care Services Agency**	**Total Allocation**	**$ 23,212,488.19**

HHAP FUNDING EXPENDITURE PLAN

ELIGIBLE USE CATEGORY	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	TOTAL	Initial	Remainder
Rapid rehousing	$ -	$ 2,000,000.00	$ 1,500,000.00	$ 500,000.00		**$ 4,000,000.00**	$ 2,092,565.56	$ 1,907,434.44
Rapid rehousing: youth set-aside	$ -	$ -	$ -	$ -	$ -	**$ -**	$ -	$ -
Operating subsidies	$ -	$ -	$ -	$ -	$ -	**$ -**	$ -	$ -
Operating subsidies: youth set-aside	$ -	$ -	$ -	$ -	$ -	**$ -**	$ -	$ -
Street outreach	$ -	$ 2,427,662.00	$ 2,527,661.00	$ 100,000.00	$ -	**$ 5,055,323.00**	$ 2,195,994.00	$ 2,859,329.00
Street outreach: youth set-aside	$ -	$ -	$ 100,000.00	$ 100,000.00	$ -	**$ 200,000.00**	$ -	$ 200,000.00
Services coordination	$ -	$ 1,242,873.00	$ 1,242,872.00	$ -	$ -	**$ 2,485,745.00**	$ -	$ 2,485,745.00
Services coordination: youth set-aside	$ -	$ -	$ -	$ -	$ -	**$ -**	$ -	$ -
Systems support	$ -	$ 1,015,342.34	$ 501,878.00	$ 347,715.00	$ -	**$ 1,864,935.34**	$ 1,034,588.05	$ 830,347.29
Systems support: youth set-aside	$ -	$ 565,342.34	$ 175,939.00	$ -	$ -	**$ 741,281.34**	$ 584,588.05	$ 156,693.29
Delivery of permanent housing	$ -	$ -	$ -	$ -	$ -	**$ -**	$ -	$ -
Delivery of permanent housing: youth set-aside	$ -	$ -	$ -	$ -	$ -	**$ -**	$ -	$ -
Prevention and shelter diversion	$ -	$ -	$ 3,229,798.00	$ -	$ -	**$ 3,229,798.00**	$ -	$ 3,229,798.00
Prevention and shelter diversion: youth set-aside	$ -	$ -	$ -	$ -	$ -	**$ -**	$ -	$ -
Interim sheltering	$ -	$ 407,434.44	$ 4,892,565.56	$ -	$ -	**$ 5,300,000.00**	$ 407,434.44	$ 4,892,565.56
Interim sheltering: youth set-aside	$ -	$ -	$ 1,500,000.00	$ -	$ -	**$ 1,500,000.00**	$ -	$ 1,500,000.00
Shelter improvements to lower barriers and increase privacy	$ -	$ -	$ -	$ -	$ -	**$ -**	$ -	$ -
Shelter improvements: youth set-aside	$ -	$ -	$ -	$ -	$ -	**$ -**	$ -	$ -
Administrative (up to 7%)	$ -	$ 72,540.00	$ 72,540.00	$ 702,296.35	$ 429,310.50	**$ 1,276,686.85**	$ 72,540.00	$ 1,204,146.85
TOTAL FUNDING ALLOCATION						**$ 23,212,488.19**	**$ 5,803,122.05**	**$ 17,409,366.14**

	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	TOTAL		
Youth Set-Aside (at least 10%)	$ -	$ 565,342.34	$ 1,775,939.00	$ 100,000.00	$ -	**$ 2,441,281.34**	**$ 584,588.05**	**$ 1,856,693.29**

COMMENTS:

A majority of HHAP3 funds will be used to continue supporting projects funded by prior rounds of HHAP: Coordinated Entry Access Points; Street Health Outreach teams; Housing Navigation and Tenancy Sustaining Services; Rental Assistance, both one-time support and bridge housing; potential new projects may be funded for interim sheltering- projects will be selected based on a procurement process through our Housing Vendor Pool and must meet certain criteria based on our Home Together Plan. Alameda County partners with each city in its jurisdiction (14 cities) to allocate project funds for interim sheltering using PIT Count methodology to ensure adequate resources are available based on need. Youth funds will continue funding projects launching under rounds 1 and 2, including a TAY shelter/navigation center in mid-county and access points/housing resource centers connecting youth to CE. In addition, HHAP3 will provide systems support funding for our Youth system as it continues to grow, including coordination staff and support to the Youth Action Board (youth with lived expertise to participate in designing our youth system).



TOGETHER 2026

5-year plan to end homelessness in Alameda County

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Without addressing the impact of racism in our society, homelessness will continue to disproportionately impact African Americans and other people of color. Creating a mix of housing and services in order to reduce these enormous racial disparities is a major focus of this Plan.

All of the photographs of people and of housing featured in this Plan were generously provided by photographer Steven Texeira or by providers in our community. Every person and building featured is from Alameda County and individuals pictured provided their permission for the photograph to be used.



Acknowlegements

We would like to acknowledge all of those who contributed to developing the Home Together 2026 Community Plan.

First and foremost, we acknowledge all of the people whose lives have been impacted by homelessness in Alameda County and beyond. The Home Together 2026 Community Plan is a critical step towards ending homelessness and its associated adverse impacts.

The Home Together 2026 Strategic Planning Committee was co-chaired by Kerry Abbott of the Alameda County Office of Homeless Care and Coordination (OHCC) and Chelsea Andrews of EveryOne Home (EOH). The Committee included homelessness service providers, people with lived experience, Healthcare for the Homeless Community Consumer Advisory Board members, racial equity advisors, homelessness and housing advocates, Youth Action Board members, city and county staff, representatives from all Board of Supervisors offices, EveryOne Home staff, CoC leadership, and Abt Associates, a HUD technical assistance provider.

The process for the original Centering Racial Equity in Homeless System Design (CRE) report which this plan operationalizes was chaired by Mayor Libby Schaaf of Oakland, Alameda County Health Care Services Agency Director Colleen Chawla, and Doug Biggs, then Chair of the EveryOne Home CoC Committee. The Racial Equity Analysis was initiated by Darlene Flynn, Director, City of Oakland Department of Race and Equity. Focus groups were supported by Susan Shelton, Alameda County Public Health staff members, and EveryOne Home staff and consultants. [Additional contributors to the CRE are listed in that report.]

Stephanie Reinauer, Joyce MacAlpine and Kristy Greenwalt with Abt Associates, a HUD technical assistance provider, conducted the initial CRE needs analysis and provided support and guidance with the system modeling and Home Together 2026 planning. For the update, Dashi Singham, Katie Haverly, Tirza White, Joanne Karchmer and Nisha Behrman participated in modeling update considerations.

The Plan development team within the Health Care Services Agency's Office of Homeless Care and Coordination consisted of Colleen Chawla, Aneeka Chaudhry, Kerry Abbott, Suzanne Warner, Martha Elias, Jennifer Lucky, and consultant Katharine Gale. Jennifer Beales designed the final version of this report.

Members of the Strategic Planning Committee

- **Kerry Abbott** — Alameda County HCSA Office of Homeless Care and Coordination, Co-Chair
- **Jamie Almanza** — Bay Area Community Services (BACS)
- **Chelsea Andrews** — EveryOne Home, Co-Chair
- **Erin Armstrong** — Office of Alameda County Supervisor Nate Miley
- **Gloria Bruce** — East Bay Housing Organizations (EBHO)
- **Sharon Cornu** — St. Mary's Center
- **Ginny De Martini** — Office of Alameda County Supervisor Richard Valle
- **Emile Durette** — Alameda County Social Services Agency
- **Cathy Eberhardt** — Race Equity Action Lab Participant
- **Darlene Flynn** — City of Oakland
- **Donald Frazier** — Building Opportunities for Self-Sufficiency
- **Sabrina Fuentes** — Health for the Homeless Community Consumer Advisory Board
- **Nashi Gunasekara** — Family Violence Law Center
- **Katie Haverly** — EveryOne Home
- **Melissa Hernandez** — Office of Alameda County Supervisor David Haubert
- **Arlene Hipp** EveryOne Home Emerging Leaders Program
- **Emma Ishii** — Office of Alameda County Supervisor Keith Carson
- **Jessica Lobedan** — City of Hayward
- **Ramiro Montoya** — East Bay Housing Organizations (EBHO)
- **Hannah Moore** — ALL IN Alameda County
- **Tunisia Owens** — Family Violence Law Center
- **Natasha Paddock** — Alameda County Community Development Agency, Housing and Community Development Department
- **Fina Perez** — Alameda County Department of Probation
- **Tara Reed** — Abt Associates
- **Jonathan Russell** — Bay Area Community Services (BACS)
- **Jared Savas** — Office of Alameda County Supervisor Dave Brown
- **Susan Shelton** — EveryOne Home Leadership Board
- **Lara Tannenbaum** — City of Oakland
- **James Vann** — Homeless Action Working Group (HAWG)
- **Liz Varela** — Building Futures with Women and Children
- **Vivian Wan** — Abode Services

Many people took the time to read the draft Plan, which was posted and circulated widely for public comment, and provide thoughtful feedback and suggestions. The final version reflects many of these suggestions and others will be used in the creation of local implementation plans, annual updates and other communications stemming from the Plan's adoption.

The Health Care Services Agency team invited all county Mayors to meet and discuss the plan and received important feedback in these sessions. The City County Homelessness Technical Working Group, made up of City Manager staff, city Homelessness Policy leads, and county staff from OHCC, HCD, and Supervisors' staff, met regularly to develop a shared framework for resource allocation under the plan and presented the plan and the allocation framework to joint sessions of the Board of Supervisors and the county's Mayors. These joint sessions were noticed public meetings.

Thank you to the countless other CoC partners in Alameda County for their contributions to the Home Together 2026 Community Plan, and for their dedication and tireless work towards ending homelessness in Alameda County.



Executive summary



This Home Together 2026 Community Plan (the Plan) lays out the goals, strategies and investments needed to dramatically reduce homelessness in Alameda County by 2026 and combat racial disparities in homelessness by fully centering equity. The Plan's overarching goals and time frame align with **Alameda County's Vision 2026**, which holds as one of its primary objectives to "ensure the availability of diverse and affordable housing for all residents with the goal of eliminating homelessness in Alameda County."

Alameda County

Alameda County is home to more than 1.6 million residents and includes 14 cities and six unincorporated communities. Nonprofit organizations, public entities, and a range of interested parties, including those with direct experience of homelessness, work together in a Continuum of Care (the Oakland-Berkeley-Alameda County Continuum of Care, or CoC) to seek new resources and coordinate housing and services funding for addressing homelessness. The CoC is led by a representative Leadership Board, supported by a number of committees and staffed by EveryOne Home.

The County's Office of Homeless Care and Coordination (OHCC), formed in early 2020 within the Health Care Services Agency, participates in CoC Leadership and coordinates with residents, providers, other County agencies and local jurisdictions around strategic planning and service delivery. Cities across Alameda County participate in the CoC and dedicate local resources to funding, siting and supporting shelters, housing, and services within their communities. This Plan seeks to serve as a playbook for all of these parties working together, recognizing that each jurisdiction will need to make specific decisions regarding the resources under their authority. Specific annual action plans are developed for the county and for cities in conjunction with this framework.

Foundations for this plan

This Plan builds upon many sources and efforts, particularly the 2020 **Centering Racial Equity in Homeless System Design** report (CRE) prepared by partners in the Continuum of Care and informed by a homelessness response system needs analysis and focus groups with persons of color who have experienced homelessness. The CRE process modeled what an optimal system to respond to all homelessness and reduce racial disparities would look like and what gaps need to be filled. The Plan is also responsive to requirements laid out in the California Comeback Plan to draw down key state housing and health funding. It is informed by and consistent with other local and regional efforts, including the **All Home Regional Action Plan**, **Plan Bay Area 2050** and local city plans to address homelessness. Companion county and city-specific plans that align with the Home Together 2026 Community Plan will speak to the specific roles of local jurisdictions in co-leading efforts to address homelessness, and the key roles of County agencies, community partners and specific resources.

The community of Alameda County adopts this plan and vision at a time when the future is uncertain. New resources received, both one-time and ongoing, provide the groundwork for supporting this plan and its outcomes, but alone are not enough to realize its vision. The response to COVID-19 has shown that this community can pull together and work at speeds we have not seen before, a strong foundation to build from.

However, we face continuing challenges including uncertainties from COVID-19, unpredictable housing markets, future state, federal and local budgets, and a strained public and non-profit sector with significant capacity needs. All of these challenges require continuing the current level of unprecedented collaboration and coordination, building on the progress made to unify the community response and forge an aligned response system centered in racial equity.

Estimated number of housing solutions, by type, needed by 2026

4,195	**Additional supportive housing units**
3,190	**New supportive housing units for older/frail adults**
10,070	**New dedicated affordable units or subsidies**
5,240	**New shallow subsidies**
1,645	**Additional rapid rehousing slots**
24,340	**Total units & subsidy slots**

Source: CA-502 System Model, Abt Associates, 1/20/2022

Homelessness in Alameda County

On any given night over 8,000 people experience homelessness in Alameda County, a number that grows to approximately 15,000 people over the course of a year. More than 90% of homeless households in Alameda County are adults without minor children.

The homeless population does not reflect the demographics of the county. Dramatic racial disparities exist in Alameda County as in the nation, in which African Americans experience homelessness at more than four times their representation in the population (47% vs. 11%). Native Americans, multiracial people and Hawaiian Native/Pacific Islanders are also vastly overrepresented in homelessness, among those newly homeless, and in the rates at which they return to homelessness even after getting housing. These disparities call out the need to invest, both more and differently, in creating solutions that meet the needs of those overrepresented. Special populations such as transition age youth, veterans, older adults, survivors of intimate partner violence, people with behavioral health needs and people who have had involvement with the criminal justice system have additional risks and vulnerabilities leading to homelessness and require targeted resources and responses specific to their needs.

Homelessness response system needs analysis

A systemwide needs analysis conducted in 2019-20 and updated in 2021 points to significant gaps in the current homelessness response system in the type and availability of housing resources to help people leave homelessness. Today, only an estimated 36% of those experiencing homelessness can be supported to end their homelessness with local resources or are able to find housing on their own. Each year, thousands of people remain homeless and new people who become homeless join them. Without significant effort and investment this trajectory will continue, and homelessness will continue to grow in Alameda County.

Importantly, focus groups with local stakeholders and people of color who have experienced homelessness and research on racial equity strategies informed the needs analysis. This expertise was used to develop the proposed new program models and pathways out of homelessness through new investments at every level. Housing investments needed to address the deep disparities include:

- Create significant additional affordable housing dedicated specifically for people experiencing homelessness
- Develop supportive housing for people who need increased supports, such as older and frail adults
- Grow the supply of transitional housing for youth
- Fund shallow and flexible rental assistance to fill gaps for people with limited incomes

- Expand current program models such as Rapid Rehousing and supportive housing[1]
- Expand targeted behavioral health services throughout the system
- Improve and expand targeted homelessness prevention

The 2021 update to the analysis explored different scenarios related to anticipated new homelessness and levels of investment to determine what will be required to fill significant system gaps. The scenario selected for this Plan seeks to reduce new entries to homelessness by prevention when possible, and to create a more robust response system with enough housing resources at the end of five years to provide a pathway out of homelessness to every person who does enter the homelessness response system.

[1] This Plan uses the term "supportive housing" to refer to all housing types that include ongoing subsidy and continuously available services, often referred to as "permanent supportive housing" or "PSH" in other contexts.

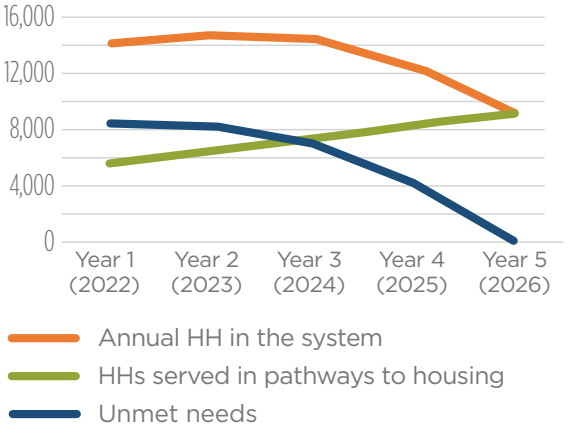
Building a system where people are rehoused quickly

Overall, increased investment in prevention and the addition of more than 24,000 housing opportunities in a variety of program models are needed to reach a point within five years at which the number of people who become homeless in a year and the number who are able to leave homelessness in that time are in balance. These 24,000+ interventions include everything from short-term support to prevent homelessness to ongoing rental subsidies and supportive housing with services.

In addition to the significant need for housing, because 79% of people experiencing homelessness in Alameda County are unsheltered, the Home Together 2026 Community Plan proposes a significant increase in shelter in the first two years, followed by a slow decline in shelter as more housing resources become available and less shelter is needed. Some added shelter will be able to be converted to much needed housing in later years, as has been demonstrated by successful Project Roomkey to Project Homekey transitions, which have created new permanent housing by renovating hotels used as shelters during the COVID-19 pandemic. By Year 5 the amount of shelter needed on an ongoing basis is expected to be slightly less than what is available today if all housing resources are in place.

The total cost of increasing the shelter and housing inventory over the coming five years to fully meet the need would be approximately $2.5 billion. This includes roughly $430 million for additional shelter capacity, $1.68 billion for permanent housing such as dedicated affordable housing and supportive housing, and $388 million for prevention, rapid rehousing and shallow (more limited) subsidies. This does not include the one-time development costs for acquiring or constructing new buildings, but covers operations and services, and subsidies to help people rent existing housing. The new investments should be made in alignment with the household types experiencing homelessness; roughly 10% ($194 million) is needed for expanded inventory and resources for households with minor children, and 90% ($2.3 billion) for the inventory and resources to serve adult only households, including transition age youth (ages 18–24 years). A range of federal, state and locally generated resources are needed to fill the gap. Without a significant federal investment in targeted Housing Choice Vouchers or similar rental assistance, meeting the dedicated affordable housing goal will be particularly challenging.

Impact of increased investment on homeless system outcomes



Source: CA-502 System Model, Abt Associates, 1/20/2022

Goals and strategies

To reach the expansion goals while decreasing racial disparities, the Home Together 2026 Community Plan recommends specific action steps in four categories.

Taken together, the significant increase in investment and the creation of new program models and pathways out of homelessness will lead to decreases in new homelessness, improved racial equity in outcomes, shorter lengths of time being homeless, and a reduced rate at which people return to homelessness.

The Home Together 2026 Community Plan adopts bold, ambitious, and measurable goals for Alameda County, both for reducing homelessness and for achieving greater equity. To bring these new programs and solutions into being will take every partner committing every available dollar from various sources in ways that uphold performance and invest in working and desired models. With these commitments and agreements for joint accountability we will, by 2026, be home, together.

1 Prevent homelessness for our residents

1. Address racial disparities in mainstream/upstream systems to prevent racially disproportionate inflow into homelessness
2. Focus resources for prevention on people most likely to lose their homes
3. Rapidly resolve episodes of homelessness through Housing Problem Solving
4. Prevent racially disproportionate returns to homelessness

2 Connect people to shelter and needed resources

1. Expand access in key neighborhoods and continue improvements to Coordinated Entry
2. Lower programmatic barriers to crisis services such as prevention, problem solving, and shelter
3. Prevent discharge from mainstream systems to homelessness
4. Significantly increase the availability of shelter, especially non-congregate models, to serve vulnerable adults and families with children and to reduce unsheltered homelessness
5. Provide accessible behavioral health services to people with serious mental illness or substance use needs and who are unsheltered, in shelter, or in supportive housing programs

3 Increase housing solutions

1. Add units and subsidies for supportive housing, including new models for frail/older adults
2. Create dedicated affordable housing subsidies for people who do not need intensive services
3. Create shallow subsidies for those who can exit or avoid homelessness with more limited assistance
4. Add new slots of rapid rehousing for those who can pay full rent over time
5. Ensure new housing funding is distributed across the county according to need
6. Reduce entry barriers to housing and ensure racial equity in referrals and placements

4 Strengthen coordination, communication and capacity

1. Use data to improve outcomes and track racial equity impacts
2. Improve messaging and information availability
3. Build infrastructure to support and monitor new and expanded programs

Background and introduction



This Home Together 2026 Community Plan (the Plan) lays out the goals and strategies needed to dramatically reduce homelessness in Alameda County by 2026 and combat racial disparities in homelessness through fully centering equity.

Foundations for this Plan

The Plan builds on a variety of processes and planning that occurred during the last two years, including:

- The racial equity analysis and homelessness response system modeling process detailed in the January 2021 **Centering Racial Equity in Homeless System Design** (CRE) report[2]
- The Racial Equity Action Lab (convened by the Bay Area Regional Health Inequities Initiative), which centered lived expertise input and process recommendations on implementing the CRE
- The **Home Together Plan** framework adopted by the Alameda County Board of Supervisors in August of 2020

The Plan's overarching goals and time frame align with **Alameda County's Vision 2026**, which holds as one of its primary objectives to "ensure the availability of diverse and affordable housing for all residents with the goal of eliminating homelessness in Alameda County." The Plan includes five-year targets for the creation of significant quantities of new housing and shelter in order to meet the unmet need of all people experiencing homelessness in Alameda County by 2026 in line with the recommendations in the CRE report. In addition, this Plan is responsive to requirements laid out in the **California Comeback Plan** to draw down key state housing and health funding. It is also informed by and consistent with other local and regional efforts, including the **All Home Regional Action Plan**, and **Plan Bay Area 2050**.

A forthcoming companion Home Together County Implementation Plan speaks to the specific role of the county in co-leading efforts to address homelessness with cities and community partners, and the roles of specific County agencies and resources. This Implementation Plan will lay out yearly goals consistent with the Plan and be used to track and report progress. Cities within Alameda County have participated in the community process to inform this overarching Plan and are encouraged to develop and adopt similar jurisdictional implementation plans to align with the Home Together 2026 Community Plan.

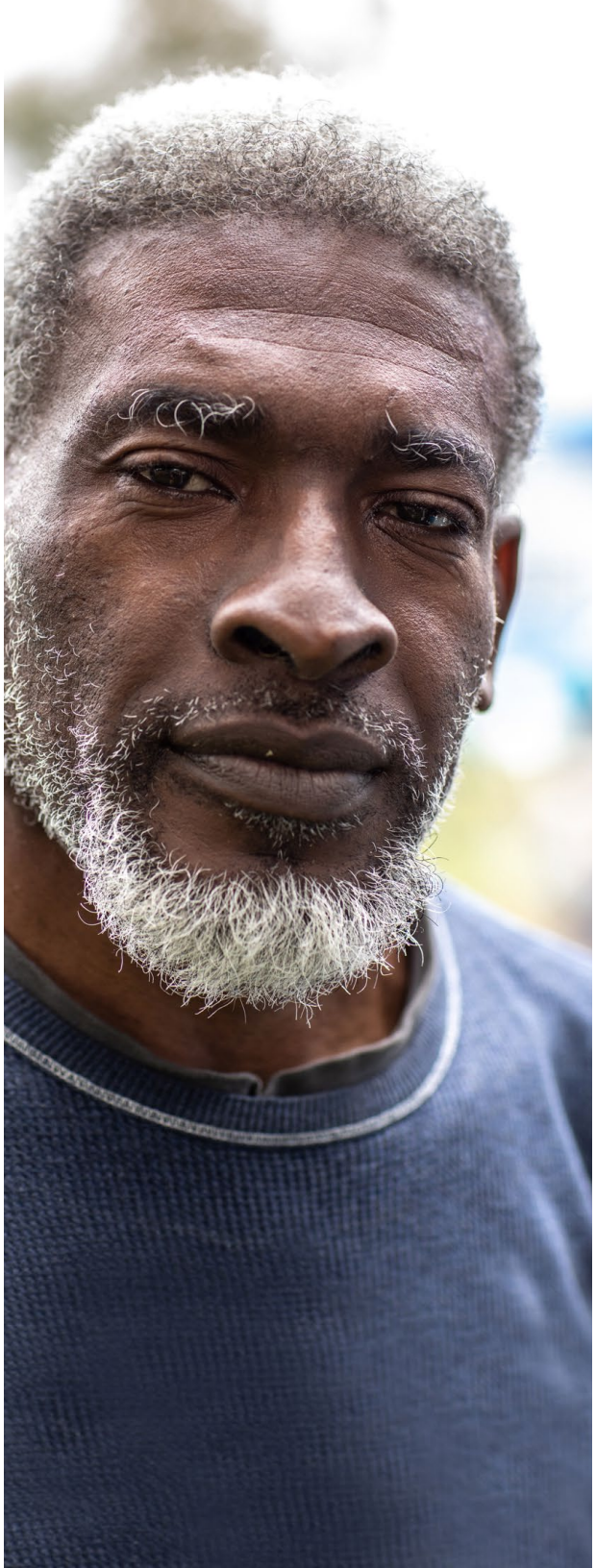
The initial Centering Racial Equity report and this Plan were supported by in-depth needs analyses conducted by Abt Associates, a HUD-funded technical assistance provider. The recommendations were informed by an extensive community input process which included participation from system leaders, homeless program participants, service providers and other partners in the homelessness response system. The process included research using local data and multiple focus groups with people of color who were currently or recently homeless regarding their race-impacted experiences. The CRE report resulted in recommendations for significant system additions but did not include action steps to implement the recommendations.

2 For more detail on the stakeholders involved in the CRE, the process of developing pathways and recommendations, please see the Centering Racial Equity in Homeless System Design report, available at https://everyonehome.org/centering-racial-equity.

Updating the homelessness response system needs analysis

As the Home Together 2026 Community Plan was developed it became clear that some updating to the original needs analysis was necessary. The COVID-19 pandemic, which began shortly after the CRE report was completed, has changed the landscape of resources, and some data used from 2019 was able to be updated with more complete information from the countywide Homeless Management Information System (HMIS). While some updates were made, there was a strong commitment to maintain the critical assumptions and decisions that were widely discussed in the CRE planning process.

To consider changes and updates to the homelessness response system modeling, a planning group was jointly convened by the Alameda County Office of Homeless Care and Coordination (OHCC) and EveryOne Home (EOH), which staffs the CoC. The Strategic Planning Implementation Committee met bi-weekly from July 2021 to November 2021 to inform the Home Together 2026 Community Plan. The group included city and county staff, people with lived experience of homelessness, service providers, nonprofit organizations, advocates, and CoC Leadership Board members.[3] Various technical staff also met with Abt Associates, a HUD technical assistance provider, to review updates to the homelessness response system modeling.



Pathways out of homelessness recognize different levels of need — from those who can resolve their homelessness on their own, to those who will need shelter, interim support and ongoing subsidies and services in order to remain housed.

3 See Acknowledgements for list of Home Together Contributors, including the Strategic Planning Committee members.

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Homelessness in Alameda County

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Alameda County's most recently published full Point in Time Count (PIT) was conducted in 2019 and estimated a total of 8,022 persons were experiencing homelessness on a single day.[4] Based on an annualization of the PIT, it is estimated that 15,786 people in 13,135 households experienced homelessness in Alameda County in 2019.[5]

4 Alameda County conducts a homeless Point in Time (PIT) count every two years. Due to COVID-19, the scheduled PIT count for 2021 was postponed to 2022.

5 EveryOne Counts! Alameda County Homeless Count & Survey. Applied Survey Research (ASR). 2019.

Homelessness occurs across the county, though it is concentrated most in the north and mid portions.[6] More than three-fourths of people experiencing homelessness (78%) report residing in Alameda County before becoming homeless.[7]

Households of one or more adult(s) experiencing homelessness together without any minor children ("adult only") are estimated at 12,005 annually and make up 91% of households that are homeless over a year. Most such households are a single individual.

TABLE 1

Annual estimates and geographic distribution of people and households experiencing homelessness in Alameda County

Geographic regions in Alameda County	Estimated people experiencing homelessness annually	Estimated households experiencing homelessness annually	Households with only adults	Households with minor children	Households with only children
Mid-County (Alameda, Hayward, San Leandro, Unincorporated)	2,920	2,430	2,221	182	27
North County (Albany, Berkeley, Emeryville)	2,605	2,167	1,981	163	24
Oakland	8,004	6,659	6,087	499	73
Tri-City (Fremont, Newark, Union City)	1,579	1,313	1,201	99	14
Tri Valley (Dublin, Livermore, Pleasanton)	679	565	516	42	6
Total	**15,786**	**13,135**	**12,005**	**985**	**144**

Source: Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021.

6 Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021. https://everyonehome.org/centering-racial-equity/

7 EveryOne Counts! Alameda County Homeless Count & Survey. Applied Survey Research (ASR). 2019.

People of color make up more than two out of three (69%) people experiencing homelessness in Alameda County. Most disproportionately affected are people identifying as Black or African American, and American Indian or Alaska Native.



Families with minor children are estimated at 985 households annually, representing 7.5% of all homelessness households.[8] Child-only households (unaccompanied children, under age 18, who are homeless without any adults) represented less than 1% of the county's homeless population.[9]

People who identify as male make up more than 60% of the homeless population. Nearly three-fourths of the homeless population is between the ages of 25-59, though a growing percentage of people experiencing homelessness are seniors (14%) and nearly 10% are between 18 and 24, referred to as transition age youth (TAY).[10]

8 Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021. https://everyonehome.org/centering-racial-equity/

9 EveryOne Counts! Alameda County Homeless Count & Survey. Applied Survey Research (ASR). 2019.

10 EveryOne Counts! Alameda County Homeless Count & Survey. Applied Survey Research (ASR). 2019.

TABLE 2

Gender of people experiencing homelessness

61%	**Male identifying**
35%	**Female identifying**
2%	**Transgender**
2%	**Non-binary**

TABLE 3

Age of people experiencing homelessness

4%	**Under 18**
9%	**18-24**
73%	**25-59**
14%	**60 and older**

Source: EveryOne Counts! Alameda County Homeless Count & Survey. Applied Survey Research (ASR). 2019.

Racial disparities in the homeless population

While homelessness is widespread in Alameda County, it disproportionately impacts people of color, especially African Americans. The 2019 Point in Time Count shows that people of color make up more than two out of three (69%) people experiencing homelessness in Alameda County. The groups most disproportionately affected are people identifying as Black or African American, and American Indian or Alaska Native. Black people account for 47% of the homeless population, compared to 11% of the general population in Alameda County. Native Americans make up four percent of the homeless population, compared with one percent of county residents. Homelessness also disproportionately affects Native Hawaiians/ Pacific Islanders and Multiracial people in Alameda County.[11]

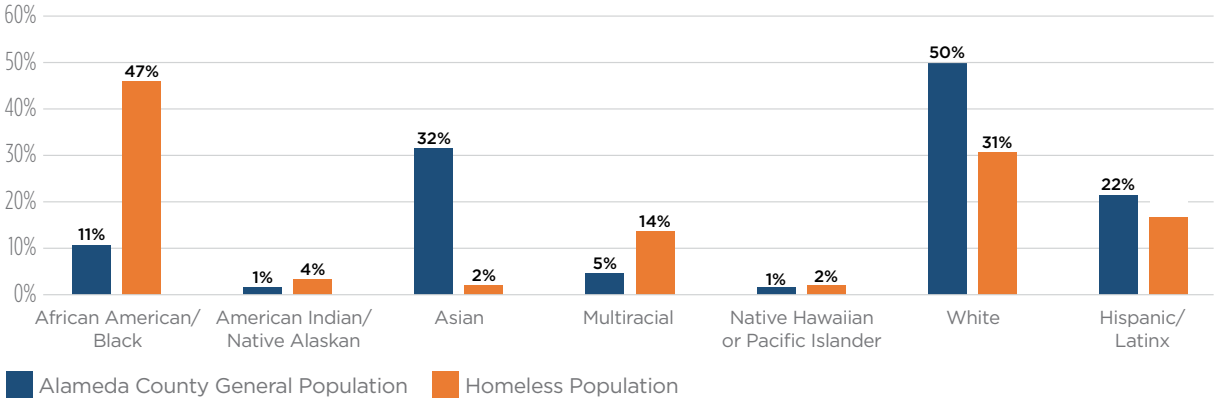
Households with only adults are more disproportionately likely to be Black (58%) in comparison with the general population of Alameda County (11% Black).[12]

11 Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021. https://everyonehome.org/centering-racial-equity/

12 Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021. https://everyonehome.org/centering-racial-equity/

FIGURE 1

Racial distribution of general population and homeless population (2019)



Source: Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021.

The many specific needs and experiences of people of color experiencing homelessness are described in the CRE report, often in the words of people who have experienced homelessness. Without addressing the impact of racism in our society, homelessness will continue to disproportionately impact African Americans and other people of color. Creating a mix of housing and services in order to reduce these enormous racial disparities is a major focus of this Plan.

Special populations

Several special populations who experience homelessness merit particular attention due to their specific or additional vulnerabilities, overrepresentation in the homeless population, and/or dedicated resources for addressing their needs. These include transition age youth, older adults, veterans, people with behavioral health needs, people impacted by intimate partner violence and people impacted by the criminal justice system. The ***Specific needs and resources for special populations*** section covers key resources available to meet the needs of these specific groups.



Homelessness response system needs analysis and modeling

People experiencing homelessness have a variety of needs, but the one commonality among all is the need for a home. The CRE process identified that Alameda County's homelessness response system does not have the interventions needed to permanently rehouse all people experiencing homelessness, and that reducing disparities and improving outcomes for the racial and ethnic groups most impacted by homelessness will require new types of housing programs, increasing all programs' availability, and improving program design and delivery.

Opportunities identified to increase racial equity in the homelessness response system include:[13]

- Increasing the availability of homeless housing and subsidy models for people with extremely low incomes and a range of service needs;
- Creating a variety of more flexible resources, including homelessness prevention and rapid resolution resources, and targeting these resources to those who can resolve their homelessness without ongoing supports;
- Increasing access to housing and other programs by lowering entry and participation barriers that unnecessarily impact privacy or independence, and ensuring resources are spread throughout the county; and
- Communicating clearly about available resources, eligibility criteria and the process for accessing resources.

It is important to note that adding enough housing opportunities to effectively end homelessness will not address the larger crisis of affordability or meet the rental housing gap for low-income households. The need for more housing and greater affordability at a wide range of income levels is critical and remains, even if this plan is fully funded. An "optimal" homelessness response system is not necessarily an "optimal" or racially equitable housing system, which would require a much larger and more universal response, such as Housing Choice Vouchers and affordable units for everyone who is income-qualified. Stakeholders for this Plan believe that safe, stable, and affordable housing should be available to all who need it, a goal that can only be reached with a national commitment.

13 Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021. https://everyonehome.org/centering-racial-equity/

Building a system where people are rehoused quickly

The CRE process identified a set of "pathways" in an optimal homelessness response system to allow every homeless person to end their homelessness and reduce racial disparities in homelessness. These pathways out of homelessness recognize different levels of need — from those who can resolve their homelessness on their own, to those who will need shelter, interim support and ongoing subsidies and services in order to remain housed. The pathways envisioned for adults and for families are somewhat different, based on different vulnerabilities and economic needs, but all are designed to respond to the root causes of homelessness and barriers to housing stability. Among the critical pathways envisioned is the addition of significant affordable housing targeted specifically to those who are experiencing homelessness. These resources must be available in a high-performing homelessness response system to end homelessness for Black and Native American adults, who encounter the greatest barriers to housing, are vastly over-represented among those who experience homelessness, and disproportionately return to homelessness once housed.[14] [The original model and specific pathways for different population groups can be reviewed in the CRE report.]

14 For more detail about the CRE process to develop these pathways see Appendix A, C and D in the 2021 Centering Racial Equity in Homeless System Design Report. https://everyonehome.org/centering-racial-equity/

The homelessness response system model used in the CRE process was updated in 2021 to inform the Home Together 2026 Community Plan. Most of the original assumptions were retained, particularly regarding the types and proportions of needed new housing and program models.

Updates to the system model included:

1. **The decision to propose more shelter in addition to housing, to rapidly reduce unsheltered homelessness. This was not contemplated in the original system modeling but was highly recommended by the Strategic Planning Committee and jurisdictional partners;**
2. **Updates to the length of time people are anticipated to spend in shelter to reflect current conditions and impacts of future investments more accurately;**
3. **Updates to certain cost assumptions based on current data; and**
4. **The decision to model for a modest decrease in new entries into homelessness by the end of the planning period, with an increased investment in prevention.**

The recommendations that follow reflect the decisions above, including to work toward making prevention resources available before people lose their housing to reduce new homelessness over time. If new homelessness increases beyond the modeling predictions, the gap between what the system is able to offer and what is needed to serve all homeless households will be greater, and more costly to fill. [See **Appendix C** for a description of different scenarios considered and **Appendix D** for comprehensive system model data outputs].

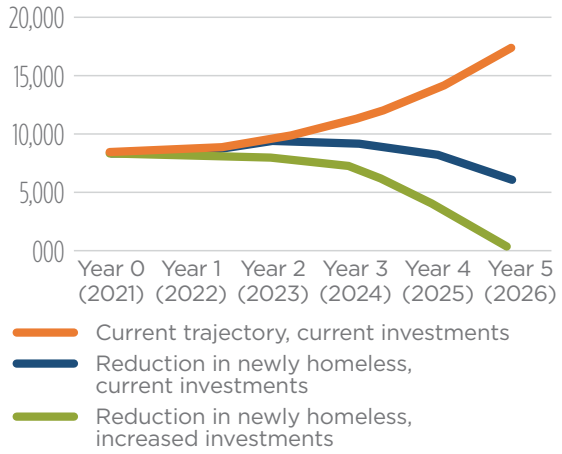
Homelessness continues to grow unless we invest in prevention and housing

Every year new people experience homelessness in Alameda County, but the homelessness response system does not currently have enough capacity to keep up with annual inflow. This means that the increasing homeless population includes newly homeless people along with many people who became homeless in a prior year but could not get the assistance they needed to end their homelessness. In 2020 to 2021, just 36% (4,358) of adult only households experiencing homelessness exited homeless services, and 64% (7,647) remained in the homelessness response system. For households with minor children, 33% (321) of households exited the system in 2020-2021, while 67% (664) of households remained.[15]

15 HMIS Jul 1, 2020 to June 30, 2021. Data used in the CA-502 System Model, Abt Associates, 1/20/2022.

FIGURE 2

Impact of investment level on unmet need



Source: CA-502 System Model, Abt Associates, 1/20/2022

Figure 2 illustrates that without significant changes in both approach and rate of investment, homelessness is likely to grow dramatically (orange line). Even if the community successfully achieves a modest decrease in new homelessness over time, the current level of investment will not be enough to meet the need, and homelessness will remain high (blue line). However, with a significant increase in investment into the homelessness response system and a modest decrease in new homelessness, by year 5 (2026) the homelessness response system would be able to serve all of the need among homeless households, leaving no annual unmet need (green line).[16]

16 This is the point at which the system is right-sized, though recurring resources are still needed to address new inflow each year and to continue supporting ongoing system operations.

Increased investments result in people finding housing quickly, not remaining homeless

Figure 3 shows that with the modeled increase in investment and a modest decrease in new homelessness over time, in 5 years (by 2026) the total number of homeless households that need to be served annually by Alameda County's homelessness response system decreases by over 3,800 from 2021. In this scenario there is capacity to serve and assist 9,200 households into permanent housing by the homelessness response system in year 5 (2026). This is estimated to effectively eliminate unmet need (sometimes referred to as "functional zero"). Having no unmet need does not mean that new people do not continue to become homeless, but rather that for every new household that becomes homeless there are the appropriate resources available to help them back into housing within an average of 90 days.

Table 4 shows numerically how these decreases in inflow and increases in capacity might occur over time, until the need is equal to the resources available.

TABLE 4

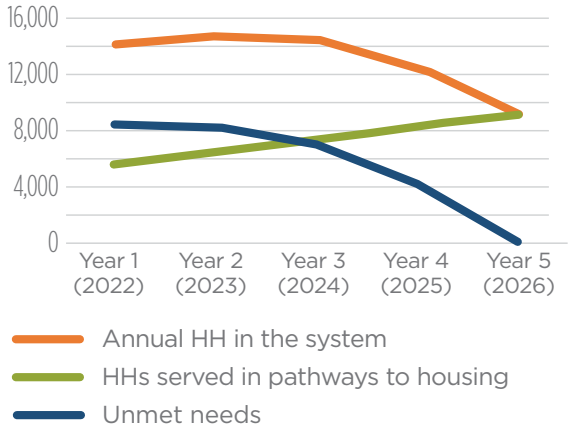
Impact of investments on unmet need over 5 years

	Year 0 (2021)	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
New homeless	4,000	4,800	5,300	5,300	4,700	4,300
Annual HH in the system	13,000	14,000	14,700	14,400	12,600	9,200
HHs served in pathways to housing	4,700	5,600	6,500	7,400	8,310	9,200
Unmet need	8,300	8,400	8,200	7000	4,200	0
% unmet need	64%	60%	56%	49%	33%	0%

Source: CA-502 System Model, Abt Associates, 1/20/2022

FIGURE 3

Impact of increased investment on homeless system outcomes



Source: CA-502 System Model, Abt Associates, 1/20/2022

"Something like [Rapid Re-Housing] would do me good. I'm a commercial truck driver. It would put me in a position that would help me. I would not have to worry about rent for six months. I could get my bank account, my necessities... I would be able to regroup."

CRE Focus Group Participant, Latino man, age 50-64

Additions to housing inventory

To meet the reduction targets, a combination of new subsidy slots and housing units is needed. **Table 5** details the specific inventory growth in different program models and housing types needed to meet existing and anticipated future need among homeless households.

Table 5 also shows that in 2021 (the baseline year, or Year 0) Alameda County had 3,215 supportive housing units and 535 Rapid Rehousing slots for households experiencing homelessness, and in order to serve all of the current and projected need of homeless households, our system will need an inventory of 25,910 permanent housing units and short and long-term subsidies by year 5 (2026) of the implementation plan.

TABLE 5

5-Year homelessness response system inventory needs

	Baseline inventory (2021)	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	56	140	160	190	260	230
Crisis response beds (emergency shelter, transitional housing, safe haven)	1,785*	2,760	3,410	3,140	1,810	1,390
TH for youth	153	100	120	140	200	170
Rapid re-housing	535	1,180	1,370	1,560	2,180	1,940
Permanent housing resources						
Supportive housing (PSH)	3,215	3,790	4,500	5,290	6,490	7,410
Supportive housing (PSH) for older/frail adults	0	520	1,090	1,690	2,530	3,190
Dedicated affordable housing	0	1,570	3,320	5,240	7,870	10,070
Shallow subsidies	0	830	1,740	2,750	4,090	5,240

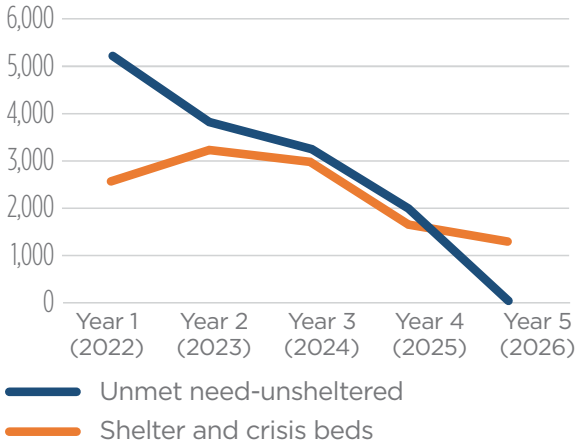
*Note that a decreased inventory of shelter is reflected here, and in the 2021 system modeling, to account for shelter decompression that occurred due to COVID-19 regulations. Source: CA-502 System Model, Abt Associates, 1/20/22

Additions to shelter inventory

In addition to the significant expansion of housing resources, reducing unsheltered homelessness will require short-term growth in shelter availability. This Plan includes an immediate surge in shelter during the first two years, followed by a leveling off and then small decrease in shelter beds (orange line). This strategy, when combined with the addition of housing modeled above, results in a rapid and then sustained decline in unsheltered homelessness (blue line). It is important to note that the estimated result, effectively ending unsheltered homelessness in Alameda County, only occurs when both housing and shelter capacity grow.

FIGURE 4

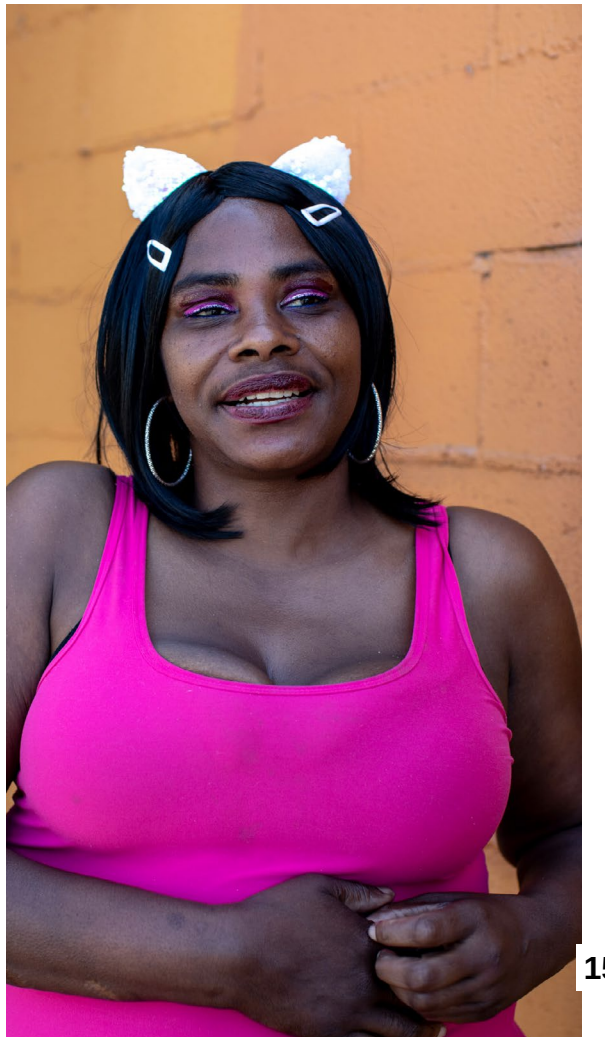
Impact of shelter increase on unsheltered homelessness*



*For Adult Only Households | Source: CA-502 System Model, Abt Associates, 1/20/2022

"The people that bring food help. And outreach people do a good job. Showers and laundry are very helpful."

CRE Focus Group Participant, White woman, age 25-39



1578

TABLE 6

5-year operations cost for homelessness response system inventory*

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	5-year total
Prevention & rapid resolution	$2,502,000	$3,022,000	$3,533,000	$5,055,000	$4,680,000	$18,792,000
Crisis response (shelter/interim)	$85,667,000	$109,121,000	$103,566,000	$61,480,000	$48,402,000	$408,236,000
Transitional for youth	$3,796,000	$4,549,000	$5,344,000	$7,777,000	$7,107,000	$28,573,000
Rapid re-housing	$26,166,000	$31,374,000	$36,824,000	$52,978,000	$48,683,000	$196,025,000
Supportive housing (PSH)	$95,786,000	$117,213,000	$142,068,000	$179,312,000	$210,917,000	$745,296,000
Supportive housing-seniors & medically fragile	$15,630,000	$33,557,000	$53,819,000	$83,004,000	$107,846,000	$293,856,000
Dedicated affordable housing	$33,099,000	$72,010,000	$116,971,000	$180,761,000	$238,329,000	$641,170,000
Shallow subsidies	$9,050,000	$19,666,000	$31,881,000	$48,613,000	$64,196,000	$173,406,000
Total	**$271,696,000**	**$390,512,000**	**$494,006,000**	**$618,980,000**	**$730,160,000**	**$2,505,354,000**

*Operations only, not development. | Source: CA-502 System Model, Abt Associates, 1/20/2022

New investment needed

The total cost of scaling up both the shelter and housing inventory over the coming five years is an estimated $2.5 billion. This includes roughly $430 million for additional shelter capacity, $1.68 billion for permanent housing such as dedicated affordable and supportive housing, and $388 million for prevention, rapid rehousing and shallow (more limited) subsidies. These estimates include the ongoing operations of programs and buildings, and the services and subsidies to help people rent existing housing. They do not include the one-time development costs for constructing or acquiring new buildings.

The investments need to align with the household types in the homeless population: roughly 10% ($194 million) for households with minor children and 90% ($2.3 billion) for the resources to serve adult only households, including transition age youth.

Based on the system modeling, costs should drop substantially in years six and beyond, or whenever the unmet need is eliminated, as only those newly becoming homeless or returning to homelessness after housing need to be served.

Services outside the model

Although not represented in in the system modeling, there are many critical services and resources that serve people during the time they are unhoused. These include Coordinated Entry, street outreach, housing navigation and landlord liaison programs, among others. These programs contribute to outcomes such as shortening the length of time that households remain homeless, improving health outcomes and behavioral health support, and increasing exits to housing. Some increases in these services are anticipated within this Plan as well.



Goals and strategies

Drawing from the CRE recommendations to reduce racial disparities, the need for resources demonstrated by the system model and the feedback of people experiencing homelessness, the Home Together 2026 Community Plan calls for a focus on four primary goal areas. Each area below includes goals and action steps that align with the system model and overall homelessness reduction strategy.

These core goal areas largely correspond to critical system performance measures required by HUD and by the State of California, which will be tracked and reported on annually. In addition, the Alameda County community has determined to also measure its impact on rates of unsheltered homelessness and racial disparities in homelessness. Specific targets for reductions and improvements for each of the system performance measures below will be set in consultation with the community and with the State of California during FY 21–22 and adopted as an addendum to this Plan.

1 Prevent homelessness for our residents

Many of the people experiencing homelessness in Alameda County have been homeless for long periods of time or have had multiple episodes of homelessness. However, every year people experience homelessness for the first time and seek assistance from the homelessness response system, which lacks adequate resources to meet the needs of people who are already homeless. Data from the 2019 PIT count indicates approximately 31% of the people who are homeless at a point in time have become homeless for the first time.

Racial disparities among newly homeless households are even more extreme than among the homeless population overall, especially for African Americans, Native Americans, Native Hawaiian and Pacific Islanders and multiracial people.

TABLE 7

Racially disparate rates of new homelessness

	African Americans	Native Americans	Multiracial	Native HI/ Pacific Islander
Percent of county population	11%	1%	5%	1%
Percent of newly homeless	58%	5%	6%	2%
Rate of new homelessness compared to population	5.3x	5x	1.2x	2x

Source: Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021.

1 Prevent homelessness for our residents

Prevention assistance is typically administered outside the homelessness response system and covered by social service and community development funding streams. Research shows that while many low-income people experience housing crises that could lead to homelessness, people who are most likely to become homeless have specific risk factors including extremely low incomes, histories of homelessness, and living in highly impacted neighborhoods.[17] To be effective, resources to prevent homelessness must target those with the greatest likelihood of becoming homeless. To reduce new incidents of homelessness, we must direct resources to those closest to becoming homeless who also lack assistance, and to those who have lost housing but can recover it with timely support.

Another contributing factor to continuing homelessness is that some households assisted into permanent housing through the homelessness response system may lose their housing again when program resources run out or circumstances change. Returns to homelessness in Alameda County are higher among African Americans and Native Hawaiian/Pacific Islanders.

17 Center for Evidence-based Solutions to Homelessness. Homelessness Prevention, A Review of the Literature. January 2019.

TABLE 8

Disparities in rates of return to homelessness, FFY 2019

18%	**System average**
21%	**African Americans**
23%	**Native Hawaiian/Pacific Islanders**

Source: Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021.

The Home Together 2026 Community Plan proposes to reduce the rates of return to homelessness by half, from 21% in 2022 (Year 1 of the Plan) to 9% in 2026 (Year 5 of the Plan).[18] To address racial disparities in new homelessness and returns to homelessness, programs will be targeted and tailored to specific household needs and the county's providers and administrators will target and track these disparities.

18 Source: Adult Only Household Model. CA-502 System Model, Abt Associates. 1/20/22. Note rates are for Adult Only households.

To address racial disparities in new homelessness and returns to homelessness, programs will be targeted and tailored to specific household needs and the county's providers and administrators will target and track these disparities.



Four activity areas specifically targeting reductions in new homelessness and returns to homelessness

STRATEGY 1

Address racial disparities in mainstream/ upstream systems to prevent racially disproportionate inflow into homelessness.

1. Partner with school districts, social services agencies, child welfare, community health organizations and others to connect people to prevention and economic supports in a timely manner and through trusted sources.
2. Work with criminal justice institutions to create housing planning and homelessness prevention resources.
3. Ensure that workforce services are accessible to and structured to support people whose housing is unstable.

STRATEGY 2

Focus resources for prevention on people most likely to lose their homes.

1. Work with government and private funders to increase targeted prevention for people most likely to become homeless. Highlight risk factors including extremely low incomes, histories of homelessness, and living in neighborhoods with high rates of poverty and evictions.
2. Tailor outreach and prioritization to reach those at highest risk and coordinate these efforts in all areas of the county.
3. Implement and expand shallow subsidy availability for people with fixed or limited income with housing insecurity to relieve rent burden and reduce the risk of becoming homeless.

STRATEGY 3

Rapidly resolve episodes of homelessness through Housing Problem Solving.

1. Add resources to flexible funding pools for Housing Problem Solving, a practice of helping people newly homeless or on the verge of homelessness to identify rapid solutions to their situation with light financial support.
2. Offer Housing Problem Solving training and funding throughout the system so that providers can quickly assist people when and where they seek help.

STRATEGY 4

Prevent racially disproportionate returns to homelessness.

To reduce disparities based on race, learnings from the CRE process demonstrate that providing ongoing or renewed support to people who have been homeless will improve equitable housing outcomes. Some specific areas highlighted as effective include:

1. Target time-limited Rapid Rehousing resources to serve households with an ability to increase income. Given the high cost of rent in Alameda County, time-limited resources should be matched with people who have a feasible plan to pay market-rate rent or identify a replacement subsidy.
2. Partner with educational, vocational and employment services to ensure that people moving toward employment have strong support in obtaining and maintaining employment. Build connections to educational programs with career pathways, supported employment for people who are formerly homeless, and job placement assistance for people seeking new roles.
3. Establish a flexible funding pool for preventing homelessness, including a shallow subsidy option.
4. Review and evaluate methods for determining types of housing placements to ensure high rates of success and avoid unsustainable housing placements.
5. Provide additional support services, such as behavioral health care and case management, in existing sites and programs for people who have transitioned from homelessness to permanent housing.

Progress on this goal area will be tracked using two system performance measures and corresponding measures of increased racial equity.

System Performance Measure: Reduce the number who become homeless for the first time.

Racial Equity Measure: Reduce the racial disparities among people overrepresented within who becomes homeless for the first time: African Americans, Native Americans, Multi-racial people, and Native Hawaiian/Pacific Islanders.

System Performance Measure: Reduce the number of persons who return to homelessness after exiting homelessness.

Racial Equity Measure: Reduce the racial disparities among people overrepresented within who returns to homelessness: African Americans, and Native Hawaiian/Pacific Islanders.

2 Connect people to shelter and needed resources

People experiencing homelessness need access to shelter and critical service supports while in crisis and while in the transition to housing. This will require expanding and supporting the network of agencies that serve as entry points for the homelessness response system and provide housing problem solving and housing navigation services. It necessitates reducing the barriers to entry to services for people experiencing homelessness. It will also require continued collaboration between local cities and the county to provide more robust and responsive services for both sheltered and unsheltered people experiencing homelessness.

In 2020 and 2021, Alameda County's homelessness response system significantly expanded access points and undertook improvements to the Coordinated Entry process which connects people experiencing homelessness to shelter and housing. Changes were made to increase the availability of Housing Problem Solving services targeting creative housing solutions and allowing Housing Resource Centers (designated access points) to support everyone who is experiencing homelessness who access their services. A separate crisis queue and process for shelter and transitional housing resources was recently established to shorten the time people in need wait for shelter. Greater transparency was built into the new process, with access points providing real-time communication to participants about available housing resources, their likelihood of receiving a match, and support to identify and pursue appropriate next steps.

Continued oversight and improvement of the Coordinated Entry system is a priority for the future, and monthly Regional Housing Coordination meetings and Learning Communities are currently focused on improving coordination of care and increasing collaboration.

While this Plan focuses primarily on expanding housing availability to end homelessness, it also plans for a significant increase in shelter to provide homeless households safe places to be off the street and to connect to the rest of the homelessness response system's resources. During the 2019 PIT Count, nearly 80% of the population experiencing homelessness in Alameda County was unsheltered. During the COVID-19 pandemic the community rapidly stood up over 1,200 temporary shelter units in non-congregate settings such as hotels and trailers. People sheltered in these sites were connected to housing at much higher rates than those in traditional (congregate) shelter and unsheltered settings.[19]

An analysis of the unsheltered population using homelessness data and health system data indicates at least 48% of unsheltered people contacted by a street outreach program have one or more vulnerabilities such as advanced age, a health or mental health condition, and/or barriers to housing like eviction history or criminal justice system contacts. Vulnerable unsheltered people in the county are also more likely to be African American than any other race or ethnic group. Shelter resources will be added to the portfolio of resources in the county for vulnerable adult only and family households, while still focusing most of the homelessness response system resources on housing additions to ensure homeless households can move quickly from shelter to housing. It is the goal of the Home Together 2026 Community Plan to gradually repurpose non-congregate shelter sites to be used as housing as the immediate need for additional shelter capacity subsides.

Behavioral health services are a critical component of service delivery in all areas of the homelessness response. Efforts are being made to increase clinical support available through Street Health, Shelter Health, and other teams as part of Health Care for the Homeless programs, in housing planning, and in tenancy sustaining services, in order to prevent returns to homelessness. Connections to mental health services are built into pathways to housing in the homelessness response system through emergency shelter, Rapid Re-Housing and supportive housing.

19 Zeger, Cody. Evaluating Project Roomkey in Alameda County: Lessons from a Pandemic Response to Homelessness. May, 2021. Available at: https://homelessness.acgov.org/reports.

Five activity areas specifically helping to connect people experiencing homelessness to shelter and needed resources

STRATEGY 1

Expand access in key neighborhoods and continue improvements to Coordinated Entry.

1. Expand neighborhood-based access points to the system's housing and shelter resources in places where people are most likely to lose housing or are currently experiencing homelessness.
2. Add access point outreach staff to connect people to these services in the field.
3. Set up monthly training for 211 operators.
4. Develop the capacity for 211 to track and follow up with people seeking resources.
5. Continue to track and evaluate the impact of updates to the Coordinated Entry System to ensure impacts are effective and support reductions in racial disparities.

STRATEGY 2

Lower programmatic barriers to crisis services such as prevention, problem solving and shelter.

1. Ensure that emergency shelters reduce unnecessary program requirements that discourage use or exclude people who need shelter.
2. Add additional resources such as laundry facilities, storage options, hygiene, harm reduction, health care and safety resources and available services that meet needs of sheltered and unsheltered people.
3. Prioritize using a harm reduction approach and making efforts to meet the specific and varied needs of people experiencing unsheltered homelessness. Improve communication to advertise the availability of resources for households experiencing homelessness.
4. Provide training systemwide on diversity, equity, and inclusion, harm reduction, housing strategies, and other foundational topics.

STRATEGY 3

Prevent discharge from mainstream systems to homelessness.

1. Increase medical and mental health respite by 300 beds and include resources for rehousing. Stabilize and expand the board and care portfolio through new state funding and land trust to correspond with needs identified in the behavioral health system gaps analysis.
2. Implement an exit strategy for all unhoused criminal justice clients that includes shelter, housing, and supportive and behavioral health services.[20]
3. Connect transition age youth leaving foster care to youth-dedicated rapid and supportive housing programs through ongoing resources targeted to youth nearing exit from foster care.

20 Evidence indicates a promising model in low-barrier non-congregate shelter for people exiting criminal justice settings, paired with housing navigation and tenant-based vouchers.

STRATEGY 4

Significantly increase the availability of shelter, especially non-congregate models, to serve vulnerable adults and families with children and to reduce unsheltered homelessness.

1. Add 1,625 temporary additional shelter beds to serve vulnerable adults and families with children. New shelter should be primarily non-congregate and include access to support services including behavioral health and health care to provide more supportive environments for residents.
2. As new housing comes online, transition non-congregate shelters into permanent housing or remove these shelter beds from the system as demand is reduced.
3. Ensure health and safety conditions in shelter programs through countywide standards and track and monitor input by shelter residents.

STRATEGY 5

Provide accessible behavioral health services to people with serious mental illness or substance use needs who are unsheltered, in shelter, or in supportive housing programs.

1. Ensure crisis response and support is accessible for unsheltered people, and that mental health and harm reduction services are available for people in shelters and other programs in the homelessness response system.
2. Allocate resources towards increased behavioral and support services that will help people who are in permanent housing to maintain their housing.

Progress on this goal area will be tracked using the two measures above related to new and returning homelessness, and these two measures of reductions in unsheltered homelessness.

System Performance Measure: Increase successful placements from street outreach to indoor locations.

Racial Equity Measure: Monitor for racial disparities in placements from street outreach and address any disparities.

Additional Measure: Reduce the number of people who are unsheltered at a point in time.

Racial Equity Measure: Reduce the racial disparities among people overrepresented among those who are unsheltered.



Vulnerable unsheltered people in the county are more likely to be African American. Shelter resources will be added to vulnerable adult only and family households, while focusing most resources on housing additions to ensure homeless households can move quickly from shelter to housing.

3 Increase housing solutions

Both the homelessness response system modeling and interviews with people experiencing homelessness indicate that the single most important step to reduce homelessness dramatically and permanently is to create permanent housing opportunities for people experiencing homelessness throughout the county.

New projects to increase inventory include expansions in pathways and resources to exit homelessness such as Rapid Rehousing and supportive housing, as well as significant investment in newer program models such as dedicated affordable housing and shallow subsidies that provide people with housing that allows them independence and autonomy — a strategy recommended to be more effective in reducing racial disparities.

At publication of this Plan, a pipeline of new subsidies and housing projects in development are expected to increase available inventory by approximately 1,500 units in the first two years, but resources must be identified for thousands more units in order to achieve the inventory goals set forth in this Plan. New one-time resources are anticipated from both the federal and state governments which will assist with this goal, but ongoing local resources will be needed to meet the ambitious targets that are necessary to bend the curve.

TABLE 9

Estimated number of housing solutions, by type, needed by 2026

4,195	**Additional supportive housing needed**
3,190	**New supportive housing for older/frail adults**
10,070	**New dedicated affordable**
5,240	**New shallow subsidies**
1,645	**Additional rapid rehousing slots**
24,340	**Total units and subsidy slots**

Source: CA-502 System Model, Abt Associates, 1/20/22

"It [supportive housing] will put me in a basic stable environment, compared to something temporary. It would help me work on my long-term issues. Go back to the root."

CRE Focus Group Participant, Latino man, age 25–39



Six activity areas are planned to grow the housing inventory and increase access to it

STRATEGY 1

Add units and subsidies for supportive housing, including new models for frail/older adults.*

1. Expand the supply of supportive housing subsidies and units through prioritization and matching strategies, and new development funding.
2. Create a new model of supportive housing for older/frail adults with more intensive health service needs.
3. Provide services funding for supportive housing and supportive housing for frail/older adults through expansions of Medi-Cal enrollment and the California Advancing and Innovating Medi-Cal (CalAIM) program.

STRATEGY 2

Create dedicated affordable housing subsidies for people who do not need intensive services.

1. The CRE report and system model includes providing affordable housing without time limits for approximately 30% of the adult only households and 28% of family households in the homelessness response system.
2. Add capacity within the homelessness response system to support new dedicated affordable units including staff for a new flexible local operating subsidy program, additional Coordinated Entry staffing and lighter and variable supportive services.

STRATEGY 3

Create shallow subsidies for those who can exit or avoid homelessness with more limited assistance.

1. Develop shallow subsidies that provide fixed levels of support for those who are precariously housed or who have been previously homeless and need longer term but limited support.

STRATEGY 4

Add new slots of Rapid Rehousing for those who can pay full rent over time.

1. Couple Rapid Rehousing resources with expansions in employment programs.

STRATEGY 5

Ensure new housing funding is distributed across the county according to need.

1. The numbers of people and the significant subpopulations in each region are different. As much as possible, housing resources should be distributed based on the regional needs.

STRATEGY 6

Reduce entry barriers to housing and ensure racial equity in referrals and placements.

Progress on this goal area will be tracked using two system performance measures and corresponding measures of increased racial equity.

- **System Performance Measure:** Increase the number of people exiting homelessness into permanent housing.
- **Racial Equity Measure:** Monitor for any emerging disparities and maintain racial equity within people exiting homelessness into permanent housing.
- **System Performance Measure:** Reduce the length of time persons remain homeless.
- **Racial Equity Measure:** Monitor for racial disparities in length of time homeless and address disparities.

*See Table 9 for numbers of units.

4 Strengthen coordination, communication and capacity

This plan emerges at a time of great uncertainty. While new resources to expand Alameda County's homelessness response system are anticipated, how much will become available when, and what may happen with COVID-19 and other factors which may impact homelessness, are unknown. For this reason, this Plan must be closely tracked and refined over time and its projections will be updated as new resources become available. A community-wide commitment to improve and use the community's HMIS data for tracking and accountability is a central tenet of the Plan.

Improved communication about efforts to reduce homelessness and impacts are also key to keeping the buy-in of partners and the confidence of the community. This includes expanding the range of partners from other systems of care that overlap with the homelessness response system (such as health care, child welfare, and criminal justice), and ensuring that both housed and unhoused people have access to the best information about current and anticipated homeless resources.

Finally, the network of homeless programs and providers will have to be strengthened and will need to grow to reach the goals of the Home Together 2026 Community Plan. Alameda County benefits from a strong network of nonprofit agencies committed to addressing homelessness and delivering services and housing to those in need. But these agencies are stretched to close to capacity, are often under resourced, and do not fully represent the communities that experience homelessness. Support will be needed to help these partners recruit and retain staff. In particular, resources must be targeted to strengthen providers and partners and to expand contracts for organizations that serve, employ and are led by historically marginalized communities and Black, Indigenous and People of Color.

The network of homeless programs and providers will have to be strengthened and will need to grow to reach the goals. In particular, resources must be targeted to strengthen providers and partners and to expand contracts for organizations that serve, employ and are led by historically marginalized communities and Black, Indigenous and People of Color.



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Three activity areas are planned to expand data, track equity, improve messaging and build capacity and infrastructure

STRATEGY 1

Use data to improve outcomes and track racial equity impacts.

1. Improve HMIS coverage and confidence in HMIS to be the primary method for future data tracking.
2. Consider increasing the frequency of the PIT Count to annual (currently biennial) so that impacts to both sheltered and unsheltered homeless populations are able to be tracked and monitored more quickly.
3. Improve tracking of resources and inventory to support ongoing evaluation and reporting.
4. Improve data quality and regularly review system and program outcome data disaggregated by race.
5. Work to incorporate a Results Based Accountability framework systemwide when tracking and measuring performance metrics.

STRATEGY 2

Improve messaging and information availability.

1. Centralize homeless related resource information and provide regular system updates to a wide variety of partners.
2. Provide an annual Home Together 2026 Community Plan update on progress and challenges with proposed modifications to the following year's action plan.
3. Complete a full inventory of current and anticipated resources for all key partners in order to identify gaps in funding and strategies to fill these gaps.

STRATEGY 3

Build infrastructure to support and monitor new and expanded programs.

1. Develop and strengthen career pathways in housing and service provider organizations.
2. Provide support to service providers, clinics, outreach teams and nonprofit organizations serving homeless populations to improve their ability to hire, train and retain staff.
3. Prioritize supporting the advancement of people with lived experience of homelessness in our county's systems of care.
4. Expand provider networks to incorporate historically marginalized communities and more organizations led by and serving communities of color and support increased capacity within these networks.
5. Ensure public and community agencies have staffing to meet expanded contracting and capacity needs.
6. Ensure behavioral health services are accessible and resources are available to smaller service provider organizations.

There are no state required system performance measures that correspond to this goal area. The community will use the improved data collection process to track progress on all the other outcomes for this Plan. The partners will also track resources and investments to meet the Plan goals and to identify outstanding gap areas.

In addition, community partners will collect data to track the capacity of system partners and especially to expand resources for provider organizations serving historically marginalized communities and communities of color.

The sum of the activities undertaken in this Plan are expected to result in:

- **System Performance Measure:** Reduce the number of persons experiencing homelessness.
- **Racial Equity Measure:** Reduce the overrepresentation of African Americans, Native Americans, Multi-racial people and Native Hawaiian/Pacific Islanders among persons experiencing homelessness.



Specific needs and resources for special populations

Several special populations who experience homelessness merit attention due to their particular vulnerabilities, overrepresentation in the homeless population, and/or specific needs and resources for addressing their needs. These include transition age youth, veterans, older adults, people impacted by intimate partner violence, people with behavioral health needs and people impacted by the criminal justice system.

The housing pathways and resources described above are intended to meet the needs of all of Alameda County's homeless populations. Some resources are specifically targeted to certain subpopulations such as supportive housing for older/frail adults, and transitional housing for young adults in a transitional period of life.

Needs assessments conducted for each of these populations point to certain additional needs that the strategies of this Plan seek to encompass within the overall framework of increases in housing, shelter capacity and services inventory.

Transition age youth

Youth ages 18-24 comprised 9% of the overall population experiencing homelessness in Alameda County in the 2019 PIT count (702 individuals). Unaccompanied children, under age 18, represented less than 1% of the homeless population (29 individuals).[21] These numbers represent a point in time and only include youth who were counted as sheltered in the homelessness response system or as unsheltered. During the 2019-2020 school year, public schools in Alameda County reported 4,445 homeless students, a number that includes young people under 18 who were doubled up or in hotel settings as well as those in shelter or unsheltered situations.[22]

21 EveryOne Counts! Alameda County Homeless Count & Survey. Applied Survey Research (ASR). 2019.

22 Alameda County Youth Homelessness Demonstration Program. Application July, 2021.

TABLE 10

Characteristics of Alameda County homeless youth

Characteristic	% of general population	% of homeless TAY population
African-American	11% (Alameda County Youth)	63%
LGBTQ	10% (Alameda County)	42%
Experiencing mental health issues	25% (California)	43%

Source: Alameda County Youth Homelessness Demonstration Program. Application July, 2021.

Youth who experience homelessness in Alameda County are very disproportionately African American, identify as LGBTQ and experience behavioral health issues at much higher rates than county or state residents.[23]

The 2019 PIT Count shows that 82% of TAY experiencing homelessness in Alameda County are unsheltered.[24]

Transition Age Youth (TAY) experiencing homelessness have particular needs due to their stage of development, and often include youth who have been impacted by the foster care system, the juvenile justice system, or both.

23 Alameda County Youth Homelessness Demonstration Program. Application July, 2021.

24 EveryOne Counts! Alameda County Homeless Count & Survey. Applied Survey Research (ASR). 2019.

Youth report a need for greater access to all resources, increased supports to maneuver through and transition from program to program within the homelessness response system, and increased youth development trainings for service providers. Youth and providers have indicated that the homelessness response system should be improved to be more welcoming to youth, that stronger housing and employment connections for youth are needed so that youth can find and sustain housing, and that increased access to youth dedicated permanent housing and long-term subsidies would significantly build capacity to serve youth.

In work done to identify the specific needs of youth for Alameda County's application to HUD's Youth Homelessness Demonstration Program (YHDP), the following issues were identified as contributing to youth homelessness in Alameda County:[25]

- Lack of affordable housing
- Lack of supports and resources to successfully transition out of institutional systems such as foster care and the juvenile justice system and into permanent housing
- Stigma, trauma and marginalization that creates barriers to accessing resources and maintaining housing
- Risk of return to homelessness from time-limited programs, especially for African-American and parenting youth
- Symptoms related to PTSD or other mental health issues that make it difficult to navigate the homelessness system and maintain stable housing
- Lack of safety at home or in home communities due to gender identity or sexual orientation
- High risk for commercial and sexual exploitation
- Unique challenges affecting the ability of unaccompanied immigrant youth to maintain safe and stable housing
- The impacts of racism, discrimination, and institutional racism for youth of color and Black and Native American youth in particular

25 Alameda County Youth Homelessness Demonstration Program. Application July, 2021.

Resources for youth

Currently, some shelter and housing inventory is set aside to meet young people's unique needs, and Alameda County's homelessness response system model for adult only households also includes specific pathways for TAY.[26]

Additional resources currently available for TAY in Alameda County include the THP-Plus program and dedicated Continuum of Care grants.[27] The State of California requires that communities set aside at least eight to ten percent (in different funding rounds) of their Homeless Housing, Assistance and Prevention (HHAP) funds for the needs of Transition Age Youth. Alameda County and the CoC have used initial HHAP funding on increasing system access, additional interim housing, and services paired with housing subsidies dedicated to TAY.

26 Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021. https://everyonehome.org/centering-racial-equity/

27 Transitional Housing Program for young adults who exited foster care (including those supervised by Probation) on or after their 18th birthday and are not yet 24 years of age.



"I was trying to go to school but also needed to find housing, so I went to transitional housing. I dropped out of school and [am] trying to work full time and find housing."

CRE Focus Group Participant, Black man, age 18–24



In September 2021, the U.S. Department of Housing and Urban Development (HUD) awarded Alameda County CoC a $6.5 million Youth Homelessness Demonstration Program (YHDP) grant. The funding will be used to create an in-depth plan and establish programs to meet the needs of youth at-risk of or experiencing homelessness and to work towards ending youth homelessness in the community.

Veterans

Historically, veterans have experienced homelessness at much higher rates than their proportion of the population. Recent resources and efforts have brought down the population of homeless veterans, however, they continue to be a significant part of the population. During the 2019 PIT Count in Alameda County, 692 veterans were experiencing homelessness, representing 9% of the county's homeless population. Of those, 690 were single individuals, and 79% of veterans were unsheltered.[28]

Veterans experience additional needs and challenges based on their veteran status and, for many, their experiences in the military are linked to conditions such as Post-Traumatic Stress Disorder (PTSD). In the 2019 PIT Count survey, unsheltered veterans most frequently cited mental health issues as the primary cause of their homelessness (18%), while sheltered veterans most frequently cited a rent increase (13%) as the primary cause of their homelessness. Unsheltered veterans attributed their homelessness to job loss at nearly twice the rate as sheltered veterans (15% and 8% respectively).

Resources for veterans

The U.S. Department of Veterans Affairs (VA) provides a broad range of benefits and services to veterans of the U.S. Armed Forces. These benefits may involve different forms of financial assistance, including monthly cash payments to disabled veterans, health care, education, and housing benefits. Assistance to obtain these resources is critical, and not all veterans qualify.

In addition to these supports, the VA and HUD partner to provide targeted housing and support services to veterans currently experiencing homelessness or at risk of experiencing homelessness. These include the VASH (Veterans Affairs Supportive Housing) and SSVF (Supportive Services for Veteran Families) programs which provide permanent subsidies with services, and transitional subsidies, shallow subsidies and prevention support to veterans and their families. These resources provide a critical piece of the homelessness response system for most veterans, though some must still rely on general population resources as they are precluded from accessing VA supports based on discharge status or length of service.

28 EveryOne Counts! Alameda County Homeless Count & Survey. Applied Survey Research (ASR). 2019.

Older adults

Data from the 2019 PIT Count found that 14% of Alameda County's homeless population was over the age of 60. Thirteen percent (13%) of 2019 PIT Count survey respondents indicated that they were between 50 and 64 years old when they first experienced homelessness, and 3% were over the age of 65.[29]

Recent national research predicts that the number of older adults experiencing homelessness will increase significantly over the next decade.[30] This population has unique and often complex needs that require consideration in homelessness response system design.[31] Geriatric conditions are common among older adults experiencing homelessness, and their health and risk of adverse impacts are comparable to housed adults who are 20 years older.[32] Services and housing that address geriatric conditions are needed for older homeless adults.

29 EveryOne Counts! Alameda County Homeless Count & Survey. Applied Survey Research (ASR). 2019.

30 "The Emerging Crisis of Aged Homelessness: Could Housing Solutions Be Funded by Avoidance of Excess Shelter, Hospital, and Nursing Home Costs?" (2019) | Culhane et al | University of Pennsylvania. https://aisp.upenn.edu/wp-content/uploads/2019/01/Emerging-Crisis-of-Aged-Homelessness-1.pdf

31 Geriatric Conditions in a Population-Based Sample of Older Homeless Adults (2017) | Kushel et al | The Gerontologist, Volume 57, Issue 4, August 2017, Pages 757–766. https://academic.oup.com/gerontologist/article/57/4/757/2631974

32 Geriatric Conditions in a Population-Based Sample of Older Homeless Adults (2017) | Kushel et al | The Gerontologist, Volume 57, Issue 4, August 2017, Pages 757–766. https://academic.oup.com/gerontologist/article/57/4/757/2631974

Resources for older adults

Recognizing that older adults often have additional and specific service needs, supportive housing for older/frail adults is included as a future inventory need for the homelessness response system as a more service-intensive version of supportive housing for formerly homeless adults who can no longer live independently. Stakeholders in the CRE process determined that our ideal homelessness response system should include enough inventory to serve 10% of adult only households with supportive housing for older/frail adults.[33] In addition, the model recognizes that many older adults live on fixed incomes which are often low and stagnant compared to housing costs. Dedicated affordable housing for older adults can ensure that many formerly homeless older adults will be able to live independently on fixed incomes. Alameda County's homelessness response system model includes pathways out of homelessness for older adults through access to dedicated affordable housing from both sheltered and unsheltered homeless living situations.

33 Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021. https://everyonehome.org/centering-racial-equity/



"I first became homeless when I was 59. I had a bad heart attack and couldn't work. I had savings, then the money ran out and I had no place to go."

CRE Focus Group Participant, Black man, age 50–64

"I am still looking [for housing] and two years into it.... Antioch and other places are miles away. I built a life here for myself and want to stay here. I want to be close to my son and grandsons. Nothing has come up in Oakland.

Participant 30, Black woman, age 65+

People impacted by intimate partner violence (IPV)

Histories of domestic violence and partner abuse (referred to in this plan as intimate partner violence) are prevalent among individuals experiencing homelessness and can be the primary cause of homelessness. Survivors of intimate partner violence (IPV) often lack the financial resources required for housing, as their employment history or dependable income may be limited.

For individuals in families with children surveyed in the 2019 PIT Count, the most frequently reported cause of homelessness was family or domestic violence (26%). Six percent (6%) of respondents from the 2019 Homeless PIT Count survey reported currently experiencing domestic violence or abuse. There was no difference observed between unsheltered and sheltered respondents (6% each). Domestic violence did vary by gender, as 4% of male respondents reported current experience compared to 10% of females. While there were very few transgender and gender non-conforming respondents, 8% and 3% reported currently experiencing domestic violence, respectively.

Twenty-six percent (26%) of 2019 PIT Count survey respondents reported a history of ever experiencing physical, emotional, or sexual abuse by a relative or by a person with whom they have lived, such as a spouse, partner, sibling, parent, or roommate. This also varied by gender, with 17% of male, 40% of female, 39% of transgender, and 16% of gender non-conforming respondents experiencing domestic violence in their lifetime.

Persons fleeing or impacted by intimate partner violence (IPV) have similar needs to others experiencing homelessness when it comes to housing and services but have other needs and circumstances that make their engagement with the homelessness response system even more challenging. Most victims of IPV often do not have access to unmonitored technology, making seeking help and client follow-ups difficult.

The COVID-19 pandemic has impacted IPV providers and programs significantly and the population fleeing violence that they serve.

- Crisis hotlines have seen a 30-70% increase in calls[34]
- Some providers are reporting increases of up to 150% in requests for mental health services (from 44,000 to 109,000)
- To address health concerns and follow COVID-19 protocols, shelter capacity including in domestic violence shelters has been decreased, and leaving some providers to serve between 30-50% fewer clients

These impacts have made access to the kind of support survivors need, including temporary crisis assistance, affordable housing, and supportive housing even more difficult. The Alameda County Health Care Services Agency's Office of Homeless Care and Coordination, Building Futures, Family Violence Law Center, and Eden I&R 211 have created a program design to establish a parallel and connected Coordinated Entry System for survivors of domestic violence, sexual assault, and human trafficking in Alameda County so they can better access needed support services, health care, and housing resources to begin to live a life free from abuse and homelessness.

34 Family Violence Law Center. Presentation to the Alameda County Board of Supervisors. "Gender-Based Violence COVID-19 Coordinated Response." October 25, 2021.

Resources for survivors of intimate partner violence (IPV)

Resources for programs that meet the needs of survivors of IPV include dedicated shelters and transitional programs. Since COVID-19, Project Roomkey was created to use hotels to provide non-congregate shelter for people who are homeless and at high risk for complications from the disease. The Marina Village Inn in the City of Alameda provided 51 rooms of temporary shelter for women and children to allow for decompression of Domestic Violence shelters (to comply with COVID-19 protocols). These guests, as other Roomkey guests, are now prioritized for permanent housing.

The 2021 HUD-funded Emergency Housing Voucher program, also part of the COVID-19 relief effort, includes a partnership with victim services providers and a set-aside of 87 vouchers for survivors of violence. Voucher recipients will also be provided tenancy sustaining support services, including coaching for independent living and community integration. A new grant from HUD specifically for setting up Coordinated Entry to serve survivors will increase access to the rest of the homelessness response system resources.

People with behavioral health needs

According to the 2019 PIT Count, adults with serious mental illness (SMI) comprised nearly one-third (32%) of Alameda County's homeless population, compared to 29% in 2017 and 18% in 2015. As reflected in the overall homeless population, close to 80% of homeless adults with SMI were unsheltered. The most frequently reported health conditions among survey respondents were psychiatric or emotional conditions (39%), followed by post-traumatic stress disorder (30%) and substance use (30%). Twelve percent (12%) of PIT Count survey respondents cited the primary event or condition that led to their current homelessness as mental health issues, and 10% said substance use issues. Twenty-one percent (21%) indicated that mental health services might have helped them retain their housing and 38% cited the need for behavioral health services (e.g., mental health and substance use counseling).

Structural racism and racial disparities in homelessness contribute to and exacerbate mental health needs. A wide body of research points to links between racial discrimination and negative effects on mental health.[35] Additional research also links the adverse impacts of experiencing homelessness such as stress, anxiety, isolation, and sleep loss to worsening mental health problems.[36] An analysis of people experiencing unsheltered homelessness in Alameda County that had encounters with street outreach indicates that nearly half (48%) are particularly vulnerable due to advanced age and/or one or more health or behavioral health conditions including mental health and substance use disorders.[37]

California's Department of Health Care Services (DHCS) recently conducted a needs assessment for behavioral health care services statewide and surveyed consumers and family members on needed housing supports. Many of the comments corresponded closely to the Alameda County CRE report findings. Unmet needs cited as priorities included:

- Additional housing capacity, due to low vacancy rates and lack of affordability
- Additional supportive housing options for adults that provide wraparound behavioral health services, such as Full Service Partnerships
- Additional capacity in longer-term adult residential facilities, sober living and recovery residences
- Efforts to address barriers to building or siting housing for individuals living with mental health issues and individuals living with substance use disorders (SUD), and to ensuring that housing providers are willing to accept behavioral health clients[38]

Resources for those with behavioral health needs

Alameda County (through Alameda County Behavioral Health and Berkeley Mental Health) receives specific funding to meet the needs of homeless and formerly homeless people with behavioral health needs. This includes Mental Health Services Act (MHSA) funding, which supports 13 Full Service Partnership contracts (representing $31m) with behavioral health providers. Full Service Partnerships provide intensive services and supports and coordinate access to housing, education, and employment for formerly homeless people with severe mental illness (SMI). The State's No Place Like Home program provides funding for housing dedicated for people with SMI and Alameda County has secured $129m. For several years the Whole Person Care program provided significant support for housing and for navigation and tenancy sustaining services. As this resource transitions to CalAIM, Alameda County is working with health plans to continue to provide these community-based services and to provide some of the clinical and other supports for supportive housing.

35 American Public Health Association. Structural Racism is a Public Health Crisis. APHA Policy Statement. October 24, 2020. https://www.apha.org/policies-and-advocacy/public-health-policy-statements/policy-database/2021/01/13/structural-racism-is-a-public-health-crisis

36 Mental health problems are often a consequence—not a cause—of homelessness. KALW San Francisco. Published December 7, 2016. https://www.kalw.org/show/crosscurrents/2016-12-07/mental-health-problems-are-often-a-consequence-not-a-cause-of-homelessness#stream/0

37 From a 2021 Analysis of SHIE and HMIS data for unsheltered persons with a street outreach contact.

38 State of California Department of Health Care Services, Assessing the Continuum of Care for Behavioral Health Services in California Data, Stakeholder Perspectives, and Implications, January 10th, 2022

People impacted by criminal justice system involvement

Nine percent (9%) of respondents to the 2019 Homeless PIT Count survey reported being on probation at the time of the survey, and 3% reported being on parole.

Homelessness and incarceration are often correlated. Individuals without stable housing are at greater risk of criminal justice system involvement, particularly those with mental health issues, veterans, and youth. Individuals with past incarceration face significant barriers to exiting homelessness due to stigmatization and policies affecting their ability to gain employment and access housing opportunities. Research has found that formerly incarcerated people were almost ten times more likely to experience homelessness than the general public.[39]

Structural racism and widespread racial discrimination have resulted in stark racial disparities in the criminal justice system as people of color are more often targeted, profiled and arrested for minor offenses, especially in high poverty areas. A criminal history can be a barrier to securing both housing and employment, and rates of homelessness among people exiting jails and prisons is high as they often face significant challenges accessing safe and affordable housing.[40]

Focus groups of people with lived experience of homelessness convened to inform Alameda County's original homelessness response system model (detailed in the CRE report) discussed how incarceration impacted their ability to find and keep housing. While incarceration is a barrier to housing and employment for anyone, the well-documented mass incarceration of Black, Latinx, and other people of color means that incarceration is a barrier to housing that is disproportionately impacting people of color. Focus group participants also highlighted the impact of structural racism in systems such as mass incarceration, and how involvement in these systems makes it difficult to increase income.[41]

Resources for formerly incarcerated people

Currently, the Probation Department receives direct funding for Rapid Rehousing and transitional housing programs for people re-entering the community from incarceration (reentry).

In May 2020, the Alameda County Board of Supervisors directed the Alameda County Health Care Services Agency Behavioral Health Department to develop a plan to reduce the number of incarcerated individuals with behavioral health conditions within the jail. The multi-year plan, estimated to cost $50 million, includes extensive stakeholder engagement, internal county department research, and consultation. One primary area of focus is to strengthen connections between and across sectors to close any gaps and improve post-release service participation. Strategies include expansion of access to urgent care and crisis services, expansion of forensic linkage programs, and development of a Transition Age Youth Full Service Partnership. The plan will prioritize the care of "high utilizers" of county behavioral health and county forensic services to ensure that justice involved people are connected to appropriate treatment and facilities, and are able to access short term housing, permanent housing and board and care facilities.

39 EveryOne Counts! Alameda County Homeless Count & Survey. Applied Survey Research (ASR). 2019.

40 National Alliance to End Homelessness. Homelessness and Racial Disparities. https://endhomelessness.org/homelessness-in-america/what-causes-homelessness/inequality/

41 Oakland-Berkeley-Alameda County Continuum of Care. Centering Racial Equity in Homeless System Design. January 2021. https://everyonehome.org/centering-racial-equity/

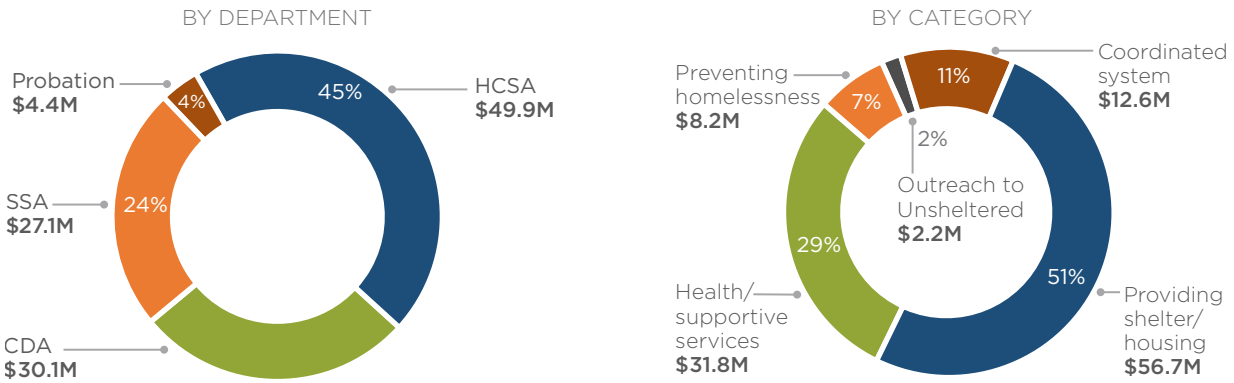


Resources, gaps and allocation plan

Today, homelessness in Alameda County is addressed through a wide variety of both homeless-targeted and general population resources from federal, state, and local government funds as well as private sources. In FY 20-21, the estimated Maintenance of Effort (MOE) budget for funds identified and allocated toward the homelessness response system just for the county exceeded $110 million.

FIGURE 5

FY 20-21 homelessness budget by County department and category



TOTAL BUDGET: **$111.5M**

This does not include funding that cities invest directly in their own efforts or in nonprofit programs, nor private dollars that nonprofit organizations raise. It is estimated that all together the resources in the homelessness response system annually are over $184 million, apart from one-time COVID funds.

In FY20-21, Cities across Alameda County collectively allocated $73 million in funding to address homelessness across the categories of shelter and housing, coordinated system, health and supportive services, outreach, and prevention.

To achieve the needed level of expansion will take a significant investment of new resources. Some of these resources could come from increases in federal supports and from state investment in expanding affordable housing and ending homelessness.

With resources from a notable budget surplus, the State of California has recently committed to a one-time investment of more than $12 billion over two years to tackle the homelessness crisis.[42] As a result, Alameda County and the City of Oakland anticipate new funds from the state Homeless Housing, Assistance and Prevention (HHAP) grant, and potentially from Project Homekey and other new programs such as the Encampment Resolution Funds and Family Homelessness Challenge Grants.

42 Governor Newsom Signs Historic Housing and Homelessness Funding Package as Part of $100 Billion California Comeback Plan. (July 19, 2021). https://www.gov.ca.gov/2021/07/19/governor-newsom-signs-historic-housing-and-homelessness-funding-package-as-part-of-100-billion-california-comeback-plan/

TABLE 11

City allocations to address homelessness in FY 20/21

City	DIRECT Federal/ State/County	General fund	Total FY 20-21	% of total
Oakland	$20,220,000	$8,130,000	$28,350,000	15.35%
Berkeley	$20,729,241	$4,458,540	$25,187,781	13.64%
Fremont	$7,750,806	$1,847,336	$9,598,142	5.20%
Hayward	$3,944,207	$2,030,740	$5,974,947	3.23%
Alameda	$936,971	$189,856	$1,126,827	0.61%
Livermore	$456,661	$490,547	$947,208	0.51%
Union City	$190,726	$341,132	$531,858	0.00%
Albany	$395,000	$53,000	$448,000	0.24%
San Leandro	$258,206	$121,000	$379,206	0.21%
Emeryville	$0	$368,500	$368,500	0.20%
Pleasanton	$0	$275,000	$275,000	0.15%
Dublin	$0	$37,338	$37,338	0.02%
Total City	**$54,881,818**	**$18,342,989**	**$73,224,807**	**39.64%**
Total County			**$111,500,000**	**60.36%**
Total funding			**$184,724,807**	**100%**

These new funds will build on investments already in the inventory pipeline for homeless housing units from the state's No Place Like Home program and Alameda County's Measure A1, which contribute to new housing units set to open in the first few years of the Plan.

Due to the advent of COVID-19, a range of one-time funds to provide shelter and housing have also already been put to work. The federal FEMA program, state Project Roomkey and matching local funds opened hundreds of hotel rooms for people impacted by or at risk of COVID-19, and the state's Project Homekey and federal Emergency Housing Vouchers have helped transition some of these hotels to permanent housing while providing housing vouchers for 900 people experiencing homelessness. The investment from these programs has expanded capacity for more than 1,400 people in permanent housing, just from the initial allocations through 2021.

This unprecedented infusion of funding will help to jump start the Plan goals for both housing and shelter expansion, but the one-time nature of most the funding and the growing gap in the later years of the plan still leave a significant gap that will need to be filled. Locally generated resources will be needed along with sizeable expansions in federal resources. In particular, it will be extremely challenging to meet the dedicated affordable housing goal in this Plan without a significant expansion of federal Housing Choice Vouchers with specific targets for people currently experiencing and at high risk of homelessness.

In addition to the need for significantly more funding and resources to expand housing and program capacity, resources will need to be distributed throughout the County, aligned to these joint goals and with built-in accountability. In 2021, representatives from cities and County agencies proposed a method for allocating funds that pass through the county, intended for homelessness response. [See **Appendix B**]

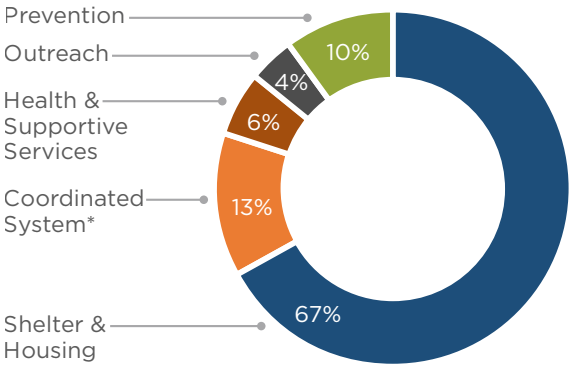
Because the county is a direct recipient of many funds and has the ability to support efforts throughout the entire geography, Alameda County and CoC partners will coordinate a countywide effort to leverage city and county resources. The cities will play a critical role, both through the provision of local, and some dedicated federal and state resources, and as overseers of land use planning for shelters and permanent housing. Together these partners will work to align efforts and stretch both the existing resources and new funding as it emerges.

Project funding through this collaborative allocation plan will be directed to programs meeting the performance goals outlined in this Plan, and programs that show a plan for targeted capacity in small, emerging and/or BIPOC led (and serving) agencies, and new innovative programs.

Completing a full inventory of current and anticipated resources is a next step to access state funding and to track investments in the Plan. Resource tracking will be reported annually. The county and city partners will create plans with two-year cycles including anticipated investments and timelines for unit and program creation, which will be updated and reported during each two-year cycle.

FIGURE 6

FY 20–21 City homelessness funding by category







Conclusion



The Home Together 2026 Community Plan is the result of bold visioning and commitment across all county stakeholders to look critically at what is happening today in Alameda County's homelessness response system, and to recognize that without significant new investment and effort, homelessness will not decrease and will in fact continue to grow. The human cost of continued widespread homelessness, and the vast racial disparities among those most impacted, are not acceptable. The situation requires unprecedented coordination, commitment, and investment.

To reverse the trend and make dramatic progress on reducing homelessness, the Home Together 2026 Community Plan adopts bold, ambitious, and measurable goals, both for reducing homelessness and for achieving greater racial equity. The Plan builds from results of system modeling and racial equity analysis to lay out new program models and pathways to help people back into housing. To bring these new programs and solutions into being will take committing every available dollar from the county and its partners in ways that uphold performance and invest in working and desired models. The countywide allocation plan envisions alignment between the county, cities, and other funders to make these investments possible.

The community adopts this Plan and vision at a time when the future is uncertain. New resources, both one time and ongoing, received in 2021 and anticipated in the future provide the foundation for achieving the Plan, but alone are not enough to realize its vision. The response to COVID-19 has shown that the community can pull together and can work at speeds we have not seen before; a strong foundation to build from. However, we face continuing challenges including uncertainties from COVID-19, unpredictable housing markets and future state, federal and local budgets, and an overtaxed public and non-profit sector with significant capacity needs.

These opportunities and challenges require sustaining a level of unprecedented collaboration and coordination, building on the progress made during the last two years and through COVID-19 to unify the community response and to build an aligned response system. With these commitments and agreements for joint accountability we will, by 2026, be home, together.

The human cost of continued widespread homelessness, and the vast racial disparities among those most impacted, are not acceptable. The situation requires unprecedented coordination, commitment, and investment.



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Appendices

APPENDIX A

Glossary of Terms

Key Terms and Definitions

Adult Only Household: Represents one or more adult(s) experiencing homelessness together without minor children.

BIPOC: Black, Indigenous and People of Color

Continuum of Care (CoC): A regional or local planning body that coordinates housing and services funding for homeless families and individuals.

Coordinated Entry System: Alameda County's Coordinated Entry System is used to connect residents experiencing homelessness to resources in our county's homelessness response system.

Emergency Shelter: Any facility that provides temporary shelter for people experiencing homelessness.

Homeless Management Information System (HMIS): A local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness.

First time homelessness (or new homelessness): A person or household who has lost housing and become homeless for the first time.

Homelessness Response System Model: A model for the optimal homelessness response system that effectively and equitably allocates resources and prioritizes investments to end homelessness.

Homeless: People who are residing in emergency shelter, transitional housing, on the street, or in another place not meant for human habitation.

Household with minor children: Represents one or more adult(s) experiencing homelessness together with minor children.

Housing Inventory Count (HIC): Required by HUD, the HIC is a point-in-time inventory of all of the dedicated beds and units within a Continuum of Care's homeless services system, categorized by type of project and population served.

Inflow: The number of people entering the homeless services system each year. Inflow is not synonymous with the number of people newly experiencing homelessness, as it also captures people with previous episodes of homelessness and homeless people with unmet needs carrying over from the previous year.

Non-congregate Shelter: Locations where each individual or household has living space that offers some level of privacy such as hotels, motels, or dormitories.

Housing Choice Vouchers: Funded by the U.S. Department of Housing and Urban Development, Housing Choice Vouchers assist low-income families, or those with disabilities, in finding safe and affordable housing in the private market. Local Public Housing Agencies issue Housing Choice Vouchers to qualified families.

Housing Navigation: Housing Navigation involves helping a household that is homeless develop a housing plan, address the barriers identified during the plan, and acquire documentation and complete forms required for housing.

Housing Pathway: The set of programs and resources expected to be used by a household experiencing homelessness in order to be temporarily sheltered and to become permanently housed. The modeling for the Home Together 2026 Community Plan uses assumptions about a variety of different housing pathways to determine the resource needs and gaps.

Housing Problem Solving: Housing Problem Solving is an approach to help homeless households use their strengths, support networks, and community resources to find housing; a person-centered, housing-focused approach to explore creative, safe, and cost-effective solutions to quickly resolve a housing crisis.

Housing Resource Center: Dedicated Housing Resource Centers (also referred to as "Access Points") are located throughout Alameda County and are locations where people experiencing homelessness can connect with available resources and services.

Long-Term Subsidy: A housing subsidy of long-term (more than five years) or unlimited duration that continues typically as long as the receiving household remains eligible based on income.

Older Adults: Adults aged 55 and older; also referred to as Seniors.

Permanent Supportive Housing (PSH): Permanent subsidized housing based on income and services to keep tenants in stable housing. In this Plan PSH is referred to as supportive housing.

Point in Time (PIT) Count: An unduplicated one-night estimate of both sheltered and unsheltered homeless populations (to be distinguished from the number of people experiencing homelessness annually).

Project Homekey: Through Project Homekey the state awards funding that allows municipalities to purchase and rehabilitate hotels, motels, vacant apartment buildings and other properties, and convert them into permanent, long-term housing.

Project Roomkey: Established in March 2020 as part of the state response to the COVID-19 pandemic, the purpose of Project Roomkey is to provide non-congregate shelter options for people experiencing homelessness, protect human life, and minimize strain on health care system capacity.

Racial Equity: The systemic fair treatment of people of all races that results in equitable opportunities and outcomes for everyone. All people are able to achieve their full potential in life, regardless of race, ethnicity, or the community in which they live.

Racism: A belief that race is a fundamental determinant of human traits and capacities and that racial differences produce an inherent superiority or inferiority of a particular race; behavior or attitudes that reflect and foster this belief.

Rapid Re-Housing (RRH): Time-limited rental subsidy and support services with the intention of the household taking over lease and sustaining on their own.

Sheltered homelessness: A person experiencing homelessness who is living in a supervised publicly or privately operated shelter designated to provide temporary living arrangement.

Results Based Accountability: A framework that uses a data-driven, decision- making process to help communities and organizations identify population level results and monitor their programs' performance in order to determine how to improve their impact on the clients they serve.

Returns to homelessness: The rate at which people who have been homeless and become rehoused lose that housing and return to the homelessness response system.

Shallow Subsidy: A housing subsidy that is typically less than the amount of a full or deep subsidy such as a Housing Choice Voucher, and which is usually calculated at a flat monthly amount or a specific percent of rent. Shallow subsidies can be time limited or can be indefinite.

Street Health Outreach: Street Health Outreach teams provide access to care that meets the unique needs of people experiencing homelessness through regularly scheduled outreach services offered to unsheltered people living in homeless encampments, vehicles, and RVs. Street Health Outreach teams engage people living on the streets with highly accessible, patient-centered care. They strive to build relationships that lead to long-term health through connections to primary care, social services, housing, and other resources.

Structural Racism: A system in which public policies, institutional practices, cultural representations, and other norms work in various, often reinforcing ways to perpetuate racial group inequity.

System Performance Measure: Measures defined by HUD to evaluate and improve homeless assistance programs by understanding how programs are functioning as a whole and identifying where improvements are necessary.

Transition Age Youth (TAY): Youth between the ages of 18 and 24.

Unsheltered homelessness: A person with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground.

Acronyms used in the Home Together 2026 Community Plan

BIPOC: Black, Indigenous and People of Color

CoC: Continuum of Care

CRE: Centering Racial Equity (from the report Centering Racial Equity in Homeless System Design)

DHCS: California's Department of Health Care Services

EOH: EveryOne Home

ES: Emergency Shelter

FFY: Federal Fiscal Year

HCSA: Health Care Services Agency

HHAP: Homeless Housing, Assistance and Prevention Program

HIC: Housing Inventory Count

HMIS: Homeless Management Information System

HRC: Housing Resource Center

HUD: US Department of Housing and Urban Development

IPV: Intimate Partner Violence

LGBTQ: Lesbian, gay, bisexual, transgender, queer/questioning

OHCC: Alameda County's Office of Homeless Care and Coordination

PIT: Point-In-Time

PSH: Permanent Supportive Housing

PTSD: Post-traumatic stress disorder

RBA: Results Based Accountability

RRH: Rapid Re-Housing

SH: Safe Haven

SMI: Serious Mental Illness

SUD: Substance Abuse Disorder

TAY: Transition Age Youth

TH: Transitional Housing

THP: Transitional Housing Program

UIY: Unaccompanied Immigrant Youth

VA: U.S. Department of Veterans Affairs

YHDP: Youth Homelessness Demonstration Program

APPENDIX B

Detail on County Allocation Plan

Framework for City-County partnership on resources to end homelessness

Adopted on February 24, 2022 at the joint meeting of Alameda County Board of Supervisors and Alameda County Mayors

Preamble:

The Alameda County Board of Supervisors and Mayors across the county's fourteen cities are committed to ending homelessness. We recognize that homelessness is a regional problem that requires a regional solution, with coordinated leveraging of city and county resources.

Alameda County is the jurisdiction best equipped to coordinate an overall, countywide effort, for the following reasons:

- While cities have increased local spending on homelessness to historic levels over the past several years, many of the largest sources of real and potential funding to address homelessness are administered primarily at the county level, including Continuum of Care (CoC) and other federal funding; state Homeless Housing, Assistance, and Prevention (HHAP); and other dedicated health and social services funding.
- In California, counties are the seat of the social safety net system and administer Medi-Cal, mental health, public health, and substance use disorder programs, CalFresh, and other federal and state welfare benefits. Ending homelessness, especially for people with high needs, requires a holistic, whole-person approach that draws on all these programs.
- Alameda County administers a Social Health Information Exchange and associated Community Health Record that facilitates whole-person care through data and care coordination across housing and health care providers.
- Alameda County manages the Coordinated Entry System, the federally-mandated mechanism for allocating homeless housing, shelter, and services.
- Alameda County administers the Homeless Management Information System (HMIS), the source of data for homelessness response system outcomes reporting to the federal and state governments.

The cities also play a critical role in ending homelessness through the provision of local and dedicated federal and state resources, and as overseers of land use planning for shelters and permanent housing. Cities have innovated programs and services and their capacity to fund/augment programs must be considered alongside local and regional priorities.

This document provides a framework to address shared jurisdictional priorities and resource capacity while acknowledging the county as the leader in coordinating regional funding initiatives aimed at ending homelessness. The framework is built on a countywide strategic plan to address homelessness and to reduce racial and ethnic inequities among people experiencing homelessness.

Framework:

Federal regulations and state law (AB 140) now both tie homeless funding levels to demonstrated progress toward reduction of homelessness using Federal System Performance Measures (HUD measures). Alameda County partners plan to meet these requirements by executing the Home Together 2026 Community Plan, the Community's strategic plan to implement the recommendations in the Centering Racial Equity in Homeless System Design report.

Existing programs/projects:

- In order to be eligible for homelessness funding that originates or passes through Alameda County, a homelessness program must demonstrate how it meets the measurable performance goals outlined in the Home Together 2026 Community Plan. Alameda County, through its procurement mechanisms and based on funding regulations, makes the final determination of program eligibility for county-administered funding, which will be allotted to each CoC-defined region of the county proportionally to that region's share of the county's overall homeless population as per the most recent federal Point-In-Time Count (PIT).
- To best leverage city resources during each funding cycle, the county will provide to representatives from each region-city a list or "menu" of the services or programs it will be considering for county-allocated funding: specifically, the existing (or new) types of projects the county plans to invest in either because they clearly meet the recommendations in the Centering Racial Equity report/Home Together 2026 Community Plan, or because they are meeting clear performance thresholds in reducing homelessness.

- A city or region[43] can recommend programs to be considered for county-administered funds. Projects must:
  - — Demonstrate how they already meet performance goals in the Home Together 2026 Community Plan; OR
  - — Show a plan for targeted capacity (for small, emerging and/or BIPOC led (and serving) agencies or new, innovative programs), AND
  - — Agree to:
    - » Participate in county referral systems that prioritize vulnerable people for the most intensive services;
    - » Use a "Housing First" approach;
    - » Provide data in HMIS or, for domestic violence service providers, an equivalent data system
- Programs and referrals will reflect consumer choice and geographic ties.

43 A "region" can be either:
a. The grouping of cities and unincorporated areas of the county as currently defined by the CoC for the purposes of Coordinated Entry implementation; OR
b. Two or more cities that, by formal MOU or contract, decide to partner together to provide a particular service or administer a particular program.

- Projects currently receiving county-administered funding that meet performance benchmarks will receive priority consideration (within applicable procurement guidelines) for future County administered funding, with the goal of preventing disruptions in service. Similarly, if a city's direct allocation of state or federal resources is one-time or discontinued, projects funded by such sources that meet performance benchmarks will also receive priority consideration to prevent service disruption and any reduction in systemwide capacity.
- If a program is not found to be eligible for funding or fails to meet performance benchmarks, the city and county work together on a transition plan for impacted participants.
- When measuring the performance of a candidate program/project, the county will:
  - — Utilize data entered into the Homeless Management Information System (HMIS) as the chief data source.
  - — Weight programs by vulnerability of the population the project serves. This could be accomplished by, among other things, cross-walking the households in the project's roster to their vulnerability score on Coordinated Entry assessments or to other information on vulnerability recorded in the Social Health Information Exchange.

New projects/programs:

- Cities or regions will be primarily responsible for "seed funding" for new projects. If the new project/program can meet a benchmark performance measure consistent with the Home Together 2026 Community Plan over the ensuing two years, the county agrees to prioritize it for future funding or match, if consistent with procurement requirements.
- The county agrees, at the request of the city or region, to consult with the city/region before it launches a new program, in order to confer on how that program can be best positioned to become eligible for future funding.
- If the County is successful in drawing down HHAP "bonus funding" pursuant to AB 140, the county may use some of its "bonus funds" from the state:
  - — To match new city proposed programs/projects in the future;
  - — To make targeted efforts to resolve encampments in the most-impacted census tracts in the county.

APPENDIX C

System modeling overview and update

In 2019-2020 through the process of developing the Centering Racial Equity in Homeless System Design (CRE) report and recommendations for Alameda County's homelessness response system, Abt Associates, a HUD technical assistance provider, worked with local CoC stakeholders to model an optimal homelessness response system through a system modeling process. Data on system usage was analyzed and extensive focus groups were conducted with people with lived expertise and representing populations served by the homelessness response system in order to develop recommendations about pathways to housing and system inventory needs for various household types and subpopulations. More on this system modeling process and recommendations can be found in the 2021 Centering Racial Equity in Homeless System Design report and appendices.

The homelessness response system model developed for the CRE process was updated in 2021 to inform the Home Together 2026 Community Plan. Updates to the system model included:

- The decision to propose more shelter in addition to permanent housing, to rapidly reduce unsheltered homelessness. This was not addressed in the original system modeling but was highly recommended by the Strategic Planning Committee and jurisdictional partners;
- The decision to model for a decrease in new entries into homelessness by the end of the planning period, with an increased investment in prevention;
- Updates to length of time spent in shelter to more accurately reflect current conditions and impacts of future investments; and
- Updates to certain cost assumptions based on current data.

System Modeling data updates

In order to conduct this system modeling update, Abt Associates worked with local partners from the Alameda County CoC including the Alameda County Health Care Services Agency's Office of Homeless Care and Coordination, EveryOne Home and All Home. The following table details the indicators reviewed by the Data Committee for the 2021 modeling update and reflects any changes to the data used to inform the updated system model.

System Modeling data update notes

- Unless new data was available and could be justified for use, data, assumptions, and estimates used in the system modeling update maintained what was used for original Alameda County homelessness response system modeling (more detail available in the CRE report).
- All indicators used were defined for households with adults only as well as households with minor children.
- Housing inventory was only "counted" in the model when it has been occupied/leased up.
- Dashboard tables were presented in rounded numbers where possible.
- Turnover is calculated in the model and only new/recurring investments are added to the model.
- The system model only captures resources dedicated to the homelessness response system; it does not account for services and resources from behavioral health, criminal justice, child welfare systems, etc. unless resources are dedicated for individuals experiencing homelessness.

Annual estimates and geographic distribution of people and households experiencing homelessness in Alameda County

Indicator	Data used in original system modeling	Data used in 2021 update	Data source	Data timeframe	Justification
Number of homeless households (HH) in the homelessness response system	• 12,005 adult only (AO) HH • 985 HH with children	Same	Annualized PIT Count	2019 (PIT Count)	• In original System modeling stakeholders agreed on using annualized PIT count to ensure that unsheltered were accounted for. • Since more recent PIT Count data was not available, the 2019 annualized estimate was used in the system modeling update.
Annual percentage of households remaining homeless	Baseline was 63% for AO and HH with minor children	• AO HH: 64% • HH with minor children: 67%	HMIS	• Updated System Model: FY 2021 • Original System Model: PIT self-reported data on length of time homeless	Rates were calculated based on numbers served (in the current data set).
HH served that led to an exit from the system	37% served used for both AO and HH with minor children	• AO HH: 36% • HH with minor children: 33%	• Updated system model: July 1, 2020–June 20, 2021 • Original system model: 2019	HMIS	From the original System Model "63% homeless more than a year" this was used to get to the 37% exited as the difference — 63% remained and the rest exited.
Annual % increase in homeless households (returns to homelessness + first time homeless)	20%	• 20% (Year 1) • 10% (Year 2) • 0% (Year 3) • -10% (Year 4) • -10% (Year 4)	2017 + 2019 PIT Count	County FY (July–June)	• Estimate was developed for the original model, looking at the rate of PIT increase 2015–2017 (39%) and 2017–2019 (42%). This was used to estimate an annual increase of 20%. • In the update, a more specific growth and decline rate were used that assumes continuing increases in the first years followed by modest declines.
% of baseline HH that are considered first time homeless	• AO HH: 45% • HH with minor children: 43%	• AO HH: 31% • HH with minor children: 26%	• 2021 update used HMIS • Original System Modeling used 2019 PIT Count data	• July 1, 2020–June 30, 2021 (HMIS) • 2019	HMIS data provided a more detailed and accurate look at new homelessness.

Indicator	Data used in original system modeling	Data used in 2021 update	Data source	Data timeframe	Justification
Shelter cost assumptions	$70/ bed night for congregate shelter	$85/ bed night is used as an estimate for all shelter units	Estimate of costs taking congregate and non-congregate shelter costs into account	n/a	• Congregate shelter cost estimate remains unchanged from 2019 system modeling. • Non-congregate shelter is new to our homelessness response system as of 2020.
Baseline length of shelter stay (LOS)	• AO HH: 90 days • HH with minor Children: 90 days	• AO HH: 5 months • HH with minor children: 7 months	• For 2021 update, estimate is based on HMIS data for "leavers" • For 2019 model, 90 days was an aspirational LOS	For 2021 update: July 2019–June 2020	Changed to use more reflective LOS data instead of the target stay.
Shelter inventory	1,335 Emergency Shelter Units	• AO HH: 1648 units • HH with minor children: 137 units	• 2021 data: 2021 HIC + additional inventory • 2019 data: 2019 HIC + additional inventory	Housing Inventory Count (1/27/2021)	• Includes non-congregate shelter additions. • Leaves out all seasonal shelter. • Reduces some of the capacity in the congregate shelters (per changes due to COVID-19). • Does not include transitional housing.
Housing inventory turnover rate	• 8% turnover rate used for Permanent Supportive Housing (PSH) • 5% turnover rate used for Dedicated Affordable and Shallow Subsidy programs	Same	FFY 2019	HMIS, APR report	Rates for PSH based on current information and did not change. Rates for new program models were predictions based on estimates for PSH.

System Modeling scenario updates

The scenarios in the original system modeling compared two different system responses that considered anticipated need throughout the system as well as existing racial disparities. The updated system modeling used the information about current homelessness response system outcomes and the suggested pathways out of homelessness designed by the CRE process to make estimates about the programs and inventory needed to achieve an optimal homelessness response system that has the capacity to serve the needs of everyone experiencing homelessness within the next five years. The update used this information to explore three potential scenarios that respond to various external influences:

SCENARIO 1

Steady continued increases in the annual number of people experiencing homelessness: Growth at the same level as the four years prior to 2019 PIT Count (on average 20% increase in new homelessness per year). To meet the needs of all households in the homelessness response system takes a very significantly increased response.

SCENARIO 2

Dramatic increase in the number of people experiencing homelessness: New homelessness grows at an unprecedented rate (20% to 40%) in Year 1 of the model (2022) due to the impacts of COVID-19 and as eviction moratoria are lifted, and then rates of inflow into homelessness continue as predicted in Scenario 1 (20% annual increase in years 2 and beyond). Meeting this need takes an extraordinary level of response that is not likely to be achievable over a five-year period.

SCENARIO 3

Gradual decrease in the number of new people experiencing homelessness: New homelessness experiences a similar increase to the past several years in Year 1 (2022) (a 20% increase in new homelessness), and then begins to decrease to a 10% increase in new homelessness in Year 2 (2023) and continues to decrease by -10% in Years 4 (2025) and 5 (2026). Meeting this need takes a significantly increased response including a focus on prevention, though the total resources needed are not as large as in Scenario 1 and Scenario 2.

The system modeling outputs for this Plan focus on Scenario 3 [see **Appendix D**, *System modeling 5-year dashboards for adult and family households*], as this scenario reflects the community's understanding of the importance of making prevention resources available before people lose their housing and addressing homelessness before it starts whenever possible to reduce the rate of new homelessness. If new homelessness increases beyond the modeling predictions, the gap between what our existing system is able to offer and what is needed to serve all homeless households in our system will be greater, and more costly to fill.

System modeling 5-year dashboards for adult and family households

The system modeling was conducted as two separate models, based on household types and different assumptions about likely pathways, and then brought together in a summarized form. Unless otherwise noted, the Home Together 2026 Community Plan presents the information in summary form covering both household types, adult only households and households with minor children.

The following tables show the initial system modeling by household type using the scenario which includes a modest projected decrease in new homelessness over 5 years and a significant increase in investment into the homelessness response system (resulting in an estimated 0% unmet need by Year 5).[44]

44 Source: CA-502 System Model, Abt Associates, 1/20/22

5-year inventory needs, households with adults only

	Baseline inventory (2021)	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	53	130	152	173	244	216
Crisis response (ES, TH, SH)	1,648	2,562	3,221	2,964	1,652	1,253
Transitional housing for youth	153	104	121	138	195	173
Rapid re-housing	427	1,120	1,305	1,488	2,100	1,857
Supportive housing (PSH)	2,736	3,351	4,054	4,837	6,013	6,914
Supportive housing (PSH) for older/frail adults	0	521	1,086	1,691	2,532	3,194
Dedicated affordable housing	0	1,459	3,085	4,869	7,359	9,411
Shallow subsidies	0	677	1,432	2,260	3,416	4,368
Total permanent housing units needed annually	2,736	6,008	9,657	13,657	19,320	23,887
New units needed each year		3,272	3,649	4,000	5,663	4,567

5-year inventory costs (operations only, not development), households with adults only

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	5-year total
Prevention & rapid resolution	$2,340,000	$2,818,080	$3,303,643	$4,799,257	$4,375,978	$17,636,958
Crisis response (ES, TH, SH)	$79,550,100	$103,012,412	$97,636,961	$56,050,994	$43,788,652	$380,039,119
Transitional housing for youth	$3,796,000	$4,548,995	$5,343,753	$7,777,484	$7,107,025	$28,573,258
Rapid re-housing	$24,920,000	$29,907,338	$35,124,277	$51,057,669	$46,504,054	$187,513,338
Supportive housing (PSH)	$84,780,300	$105,643,186	$129,828,804	$166,235,357	$196,878,728	$683,366,375
Supportive housing (PSH) for older/frail adults	$15,630,000	$33,557,400	$53,819,457	$83,003,543	$107,846,254	$293,856,654
Dedicated affordable housing	$30,201,300	$65,775,285	$106,926,307	$166,456,524	$219,257,783	$588,617,200
Shallow subsidy	$6,770,000	$14,749,600	$23,976,340	$37,327,554	$49,162,225	$131,985,719
Total	$247,987,700	$360,012,295	$455,959,543	$572,708,383	$674,920,700	$2,311,588,621

5-year investment impact dashboard, households with adults only

	Year 0 (2021)	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Households returning from previous year	n/a	21%	18%	15%	12%	9%
Increase in new homelessness	n/a	20%	10%	0%	-10%	-10%
Number new homeless	3,722	4,466	4,912	4,912	4,421	3,979
Annual HHs in the system	12,005	13,028	13,666	13,421	11,750	8,651
HHs served in pathways to housing	4,358	5,213	6,068	6,923	7,778	8,633
Unmet need	7,647	7,815	7,598	6,498	3,972	19
Unmet need — sheltered		2,605	3,799	3,249	1,986	9
Unmet need — unsheltered	6041	5,210	3,799	3,249	1,986	9
% served in pathways to housing	36%	40%	44%	52%	66%	100%
% unmet need	64%	60%	56%	48%	34%	0%

5-year inventory needs, households with adults and children

	Baseline Inventory (2021)	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	3	9	11	12	13	15
Crisis response (ES, TH, SH)	137	197	191	180	160	132
Rapid re-housing	108	56	64	72	79	87
PSH	479	435	444	456	473	493
Dedicated affordable housing	0	112	234	366	506	655
Shallow subsidies	0	149	312	487	675	873
Total permanent housing units needed annual	479	696	990	1,309	1,654	2,021
New units needed each year		217	294	319	345	367

5-year inventory costs (operations only, not development), households with adults and children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)	5-year total
Prevention & rapid resolution	$162,000	$203,940	$229,154	$255,698	$303,887	$1,154,680
Crisis response (ES, TH, SH)	$6,116,850	$6,108,467	$5,929,370	$5,428,668	$4,613,010	$28,196,365
Rapid re-housing	$1,246,000	$1,466,720	$1,699,562	$1,920,741	$2,178,704	$8,511,726
Supportive housing (PSH)	$11,005,500	$11,570,196	$12,239,391	$13,076,555	$14,038,359	$61,930,001
Dedicated affordable housing	$2,897,440	$6,235,187	$10,045,047	$14,304,037	$19,071,578	$52,553,289
Shallow subsidies	$2,279,700	$4,916,808	$7,904,872	$11,285,138	$15,033,309	$41,419,827
Total	$23,707,490	$30,501,318	$38,047,396	$46,270,836	$55,238,847	$193,765,887

5-year investment impact dashboard, households with adults and children

	Year 0 (2021)	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Households returning from previous year		8%	8%	8%	8%	8%
Increase in new homelessness		20%	10%	0%	-10%	-10%
Number new homeless	256	307	338	338	304	274
Annual HHs in the system	985	997	992	939	804	591
HHs served in pathways to housing	321	373	425	477	529	581
Unmet need	664	624	567	462	275	10
% served in pathways to housing	33%	37%	43%	51%	66%	98%
% unmet need	67%	63%	57%	49%	34%	2%

Estimates of inventory needs and investment impact by geography

The breakdown of annual households in the homeless response system is based on the geographic distribution from the 2019 PIT count. The corresponding estimates of household composition and household needs are based on the assumptions that households in each geographic region have similar compositions and needs. In the future, additional data collection might inform a more nuanced understanding of needs in each community, for example, whether some communities have higher percentages of families with children, or whether some communities have a higher percent of people who need supportive housing. This homelessness response system modeling assumes the rates of inflow and rates of returns to homelessness are consistent across Alameda County's sub-geographies. Without detailed baseline inventory data disaggregated by region, it is also difficult to predict the number of additional units that would be needed in each sub-geography. The estimations in this Appendix are based on an even distribution according to the 2019 PIT Count, and should not be taken as precise predictions of units needed in each jurisdiction.

Total new units needed by year 5 by geography, households with only adults

	All CoC	East County	Mid-County	North County	Oakland	South County
PIT % by geo.	100%	4.3%	18.5%	16.5%	50.7%	10.0%
Supportive housing (PSH)	4,178	180	773	689	2118	418
Supportive housing (PSH) for older/frail adults	3,194	137	591	527	1619	319
Dedicated affordable housing	9,411	405	1741	1553	4772	941
Shallow subsidy	4,368	188	808	721	2214	437
Total units needed	**21,150**	**909**	**3,913**	**3,490**	**10,723**	**2,115**

Entire CoC 5-year inventory needs, households with only adults

	Year 0 (2021)	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	53	130	152	173	244	216
Crisis response (ES, TH, SH)	1,648	2,562	3,221	2,964	1,652	1,253
Transitional housing for youth	153	104	121	138	195	173
Rapid re-housing	427	1,120	1,305	1,488	2,100	1,857
Supportive housing (PSH)	219	834	971	1,107	1,563	1,382
Supportive housing (PSH) for older/frail adults	0	521	607	692	976	864
Dedicated affordable housing	0	1,459	1,699	1,938	2,734	2,420
Shallow subsidy	0	677	789	899	1,269	1,123
Total shelter inventory	1,801	2,666	3,342	3,102	1,847	1,426
Total housing inventory	699	4,741	5,523	6,297	8,886	7,862

East County 5-year investment impact dashboard, households with only adults

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	4.3%	4.3%	4.3%	4.3%	4.3%
Households returning from previous year	21%	18%	15%	12%	9%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual households in the system	560	588	577	505	372
Annual exits	224	261	298	334	371
Annual remaining	336	327	279	171	1
% unmet need	60%	56%	48%	34%	0%

East County 5-year inventory needs, households with only adults

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	6	7	7	10	9
Emergency shelter	110	139	127	71	54
Transitional housing	4	5	6	8	7
Rapid re-housing	48	56	64	90	80
Supportive housing (PSH)	36	42	48	67	59
Supportive housing (PSH) for older/frail adults	22	26	30	42	37
Dedicated affordable housing	63	73	83	118	104
Shallow subsidy	29	34	39	55	48
Total shelter inventory	115	144	133	79	61
Total housing inventory	204	237	271	382	338

Mid-County CoC 5-year investment impact dashboard, households with only adults

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	18.5%	18.5%	18.5%	18.5%	18.5%
Households returning from previous year	21%	18%	15%	12%	9%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual households in the system	2,410	2,528	2,483	2,174	1,600
Annual exits	964	1,123	1,281	1,439	1,597
Annual remaining	1,446	1,406	1,202	735	3
% unmet need	60%	56%	48%	34%	0%

Mid-County CoC 5-year inventory needs, households with only adults

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	24	28	32	45	40
Emergency shelter	474	596	548	306	232
Transitional housing	19	22	26	36	32
Rapid re-housing	207	241	275	389	344
Supportive housing (PSH)	154	180	205	289	256
Supportive housing (PSH) for older/frail adults	96	112	128	181	160
Dedicated affordable housing	270	314	359	506	448
Shallow subsidy	125	146	166	235	208
Total shelter inventory	493	618	574	342	264
Total housing inventory	877	1022	1165	1644	1454

North County 5-year investment impact dashboard, households with only adults

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	16.5%	16.5%	16.5%	16.5%	16.5%
Households returning from previous year	21%	18%	15%	12%	9%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual households in the system	2,150	2,255	2,214	1,939	1,427
Annual exits	860	1,001	1,142	1,283	1,424
Annual remaining	1,290	1,254	1,072	655	3
% unmet need	60%	56%	48%	34%	0%

North County CoC 5-year inventory needs, households with only adults

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	21	25	29	40	36
Emergency shelter	423	531	489	273	207
Transitional housing	17	20	23	32	29
Rapid re-housing	185	215	246	347	306
Supportive housing (PSH)	138	160	183	258	228
Supportive housing (PSH) for older/frail adults	86	100	114	161	143
Dedicated affordable housing	241	280	320	451	399
Shallow subsidy	112	130	148	209	185
Total shelter inventory	440	551	512	305	235
Total housing inventory	782	911	1039	1466	1297

Oakland 5-year investment impact dashboard, households with only adults

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	50.7%	50.7%	50.7%	50.7%	50.7%
Households returning from previous year	21%	18%	15%	12%	9%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual households in the system	6,605	6,929	6,804	5,957	4,386
Annual exits	2,643	3,076	3,510	3,943	4,377
Annual remaining	3,962	3,852	3,295	2,014	9
% unmet need	60%	56%	48%	34%	0%

Oakland 5-year inventory needs, households with only adults

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	66	77	88	124	110
Emergency shelter	1,299	1,633	1,503	838	635
Transitional housing	53	61	70	99	88
Rapid re-housing	568	662	754	1,065	941
Supportive housing (PSH)	423	492	561	792	701
Supportive housing (PSH) for older/frail adults	264	308	351	495	438
Dedicated affordable housing	740	861	983	1,386	1,227
Shallow subsidy	343	400	456	643	569
Total shelter inventory	1352	1694	1573	936	723
Total housing inventory	2404	2800	3193	4505	3986

South County 5-year investment impact dashboard, households with only adults

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	10.0%	10.0%	10.0%	10.0%	10.0%
Households returning from previous year	21%	18%	15%	12%	9%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual households in the system	1,303	1,367	1,342	1,175	865
Annual exits	521	607	692	778	863
Annual remaining	782	760	650	397	2
% unmet need	60%	56%	48%	34%	0%

South County 5-year inventory needs, households with only adults

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	13	15	17	24	22
Emergency shelter	256	322	296	165	125
Transitional housing	10	12	14	20	17
Rapid re-housing	112	131	149	210	186
Supportive housing (PSH)	83	97	111	156	138
Supportive housing (PSH) for older/frail adults	52	61	69	98	86
Dedicated affordable housing	146	170	194	273	242
Shallow subsidy	68	79	90	127	112
Total shelter inventory	267	334	310	185	143
Total housing inventory	474	552	630	889	786

Total new units needed by year 5 by geography, households with adults & children

	All CoC	East County	Mid-County	North County	Oakland	South County
PIT % by geo.	**100%**	**4.3%**	**18.5%**	**16.5%**	**50.7%**	**10.0%**
Supportive housing (PSH)	60	3	11	10	30	6
Dedicated affordable housing	655	28	121	108	332	66
Shallow subsidy	873	38	161	144	443	87
Total units needed	**1588**	**68**	**294**	**262**	**805**	**159**

Entire CoC 5-year investment impact dashboard, households with adults & children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	100%	100%	100%	100%	100%
Households returning from previous year	8%	8%	8%	8%	8%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual HH in the system	997	992	939	804	591
Annual exits	373	425	477	529	581
Annual remaining	624	567	462	275	10
% unmet need	63%	57%	49%	34%	2%

East County 5-year investment impact dashboard, households with adults & children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	4.3%	4.3%	4.3%	4.3%	4.3%
Households returning from previous year	8%	8%	8%	8%	8%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual households in the system	43	43	40	35	25
Annual exits	16	18	21	23	25
Annual remaining	27	24	20	12	0
% unmet need	63%	57%	49%	34%	2%

East County 5-year inventory needs, households with adults & children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	0	0	1	1	1
Emergency shelter	8	8	8	7	6
Rapid re-housing	2	3	3	3	4
Supportive housing (PSH)	2	2	2	2	2
Dedicated affordable housing	5	6	6	7	7
Shallow subsidy	6	7	8	9	10
Total shelter inventory	8	8	8	7	6
Total housing inventory	16	18	20	22	24

Mid-County CoC 5-year investment impact dashboard, households with adults and children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	18.5%	18.5%	18.5%	18.5%	18.5%
Households returning from previous year	8%	8%	8%	8%	8%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual households in the system	184	183	174	149	109
Annual exits	69	79	88	98	108
Annual remaining	115	105	85	51	2
% unmet need	63%	57%	49%	34%	2%

Mid-County CoC 5-year inventory needs, households with adults and children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	2	2	2	2	3
Emergency shelter	36	35	33	30	24
Rapid re-housing	10	12	13	15	16
Supportive housing (PSH)	7	8	9	10	11
Dedicated affordable housing	21	24	26	29	32
Shallow subsidy	28	31	35	39	43
Total shelter inventory	36	35	33	30	24
Total housing inventory	67	77	86	95	105

North County 5-year investment impact dashboard, households with adults & children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	16.5%	16.5%	16.5%	16.5%	16.5%
Households returning from previous year	8%	8%	8%	8%	8%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual households in the system	164	164	155	133	98
Annual exits	62	70	79	87	96
Annual remaining	103	93	76	45	2
% unmet need	63%	57%	49%	34%	2%

North County CoC 5-year inventory needs, households with adults & children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	1	2	2	2	2
Emergency shelter	33	32	30	26	22
Rapid re-housing	9	11	12	13	14
Supportive housing (PSH)	6	7	8	9	10
Dedicated affordable housing	18	21	24	26	29
Shallow subsidy	25	28	32	35	38
Total shelter inventory	33	32	30	26	22
Total housing inventory	60	69	77	85	93

Oakland 5-year investment impact dashboard, households with adults & children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	50.7%	50.7%	50.7%	50.7%	50.7%
Households returning from previous year	8%	8%	8%	8%	8%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual households in the system	505	503	476	408	300
Annual exits	189	216	242	268	295
Annual remaining	316	287	234	139	5
% unmet need	63%	57%	49%	34%	2%

Oakland 5-year inventory needs, households with adults & children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	5	6	6	7	8
Emergency shelter	100	97	91	81	67
Rapid re-housing	28	32	37	40	44
Supportive housing (PSH)	19	22	24	27	29
Dedicated affordable housing	57	65	73	81	88
Shallow subsidy	76	86	97	107	118
Total shelter inventory	100	97	91	81	67
Total housing inventory	184	211	236	262	287

South County 5-year investment impact dashboard, households with adults & children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Percent of PIT	10.0%	10.0%	10.0%	10.0%	10.0%
Households returning from previous year	8%	8%	8%	8%	8%
Increase in new homelessness	20%	10%	0%	-10%	-10%
Annual households in the system	100	99	94	80	59
Annual exits	37	43	48	53	58
Annual remaining	62	57	46	27	1
% unmet need	63%	57%	49%	34%	2%

South County 5-year inventory needs, households with adults & children

	Year 1 (2022)	Year 2 (2023)	Year 3 (2024)	Year 4 (2025)	Year 5 (2026)
Prevention & rapid resolution	1	1	1	1	2
Emergency shelter	20	19	18	16	13
Rapid re-housing	6	6	7	8	9
Supportive housing (PSH)	4	4	5	5	6
Dedicated affordable housing	11	13	14	16	17
Shallow subsidy	15	17	19	21	23
Total shelter inventory	20	19	18	16	13
Total housing inventory	36	42	47	52	57

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Homeless Housing, Assistance and Prevention Round 4 Application

Application Information

Application Due Date: 11/29/2022

This Cognito platform is the submission portal for the Cal ICH HHAP-4 Application. You will be required to upload a full copy of the HHAP-4 Data Tables Template and enter information into the portal from specific parts of the HHAP-4 Local Homelessness Action Plan and Application Template as outlined below.

Please review the following HHAP-4 resources prior to beginning this application:

- Homeless Housing, Assistance, and Prevention Program Statute
- HHAP-4 Local Homelessness Action Plan & Application Template and
- HHAP-4 Data Tables

Application Submission for HHAP-4 Funding

Using the **HHAP-4 Local Homelessness Action Plan & Application Template** as a guide, applicants must provide the following information in the applicable form section (see below) to submit a complete application for HHAP-4 funding:

1. **Part I: Landscape Analysis of Needs, Demographics, And Funding**: the information required in this section will be provided in Tables 1, 2, and 3 of the HHAP-4 Data Tables file uploaded in the *Document Upload* section.
2. **Part II: Outcome Goals and Strategies for Achieving Those Goals:** the information required in this section will be provided in Tables 4 and 5 of the HHAP-4 Data Tables file uploaded in the *Document Upload* section, **AND** copy and pasted into the fields in the *Outcome Goals and Strategies* section of this application form.
3. **Part III: Narrative Responses:** the information required in this section will be provided by entering the responses to the narrative questions within the *Narrative Responses* section of this application form. Applicants are NOT required to upload a separate document with the responses to these narrative questions, though applicants may do so if they wish. The responses entered into this

Cognito form will be considered the official responses to the required narrative questions.

4. **Part IV: HHAP-4 Funding Plans and Strategic Intent Narrative:** the information required in this section will be provided in Tables 6 and 7 (as applicable), of the HHAP-4 Data Tables file uploaded in the *Document Upload* section, **AND** copy and pasted into the fields in the *Funding Plan Strategic Intent* section of this application form.
5. **Evidence of meeting the requirement to agendize the application at a meeting of the governing board** will be provided as a file upload in the *Document Upload* section.

How to Navigate this Form

This application form is divided into **seven sections**. The actions you must take within each section are described below.

- **Applicant Information:** In this section, indicate (1) whether you will be submitting an individual or joint application, (2) list the eligible applicant jurisdiction(s), and (3) provide information about the Administrative Entity.
- **Document Upload:** In this section, upload (1) the completed HHAP-4 Data Tables as an Excel file, (2) evidence of meeting the requirement to agendize the application at a regular meeting of the governing board where public comments may be received, and (3) any other supporting documentation you may wish to provide to support your application.
- **Part I. Landscape Analysis:** In this section, answer the questions confirming that Tables 1, 2, and 3 have been completed and included in the HHAP-4 Data Tables file uploaded in the previous section.
- **Part II. Outcome Goals and Strategies:** In this section, copy and paste your responses from Tables 4 and 5 of the completed HHAP-4 Data Tables.
- **Part III. Narrative:** In this section, enter your responses from Part III of the HHAP-4 Local Homelessness Action Plan & Application Template.
- **Part IV. HHAP-4 Funding Plan Strategic Intent Narrative:** In this section, enter your responses from Tables 6 and 7 of the completed HHAP-4 Data Tables file, and answer the narrative questions.
- **Certification**: In this section, certify that the information is accurate and submit the application.

Prior to the submission deadline, you can save your progress in this application and come back to it later by clicking the save button. This will provide you with a link to the saved application, and there will be an option to email that link to the email address(es) of your choosing.

After submitting the application, you will not be able to make changes to your responses unless directed by Cal ICH staff.

I have reviewed the HHAP-4 statute, FAQs, and application template documents
Yes

I am a representative from an eligible CoC, Large City, and/or County
Yes

Applicant Information

List the eligible applicant(s) submitting this application for HHAP-4 funding below and check the corresponding box to indicate whether the applicant(s) is/are applying individually or jointly.

Eligible Applicant(s) and Individual or Joint Designation
Joint

This application represents the joint application for HHAP-4 funding on behalf of the following eligible applicant jurisdictions:

Joint Applicants Selection

Eligible Jurisdiction 1

Eligible Applicant Name
Alameda County

Eligible Jurisdiction 2

Eligible Applicant Name
CA-502 Oakland, Berkeley/Alameda County CoC

*Click **+ Add Eligible Jurisdiction** above to add additional joint applicants as needed.*

Administrative Entity Information

Funds awarded based on this application will be administered by the following Administrative Entity:

Administrative Entity
Alameda County Health Care Services Agency

Contact Person
Kerry Abbott

Title
Director, Homeless Care and Coordination

Contact Person Phone Number
(510) 914-1832

Contact Person Email
Kerry.Abbott@acgov.org

***Agreement to Participate in HDIS and HMIS**

By submitting this application, we agree to participate in a statewide Homeless Data Integration System, and to enter individuals served by this funding into the local Homeless Management Information System, in accordance with local protocols.

Document Upload

Upload the completed HHAP-4 Data Tables (in .xlsx format), evidence of meeting the requirement to agendize the application at a regular meeting of the governing body where public comments may be received (such as a Board agenda or meeting minutes), and any other supporting documentation.

HHAP-4 Data Tables
data_tables_r4_Alameda County_rev.xlsx

Governing Body Meeting Agenda or Minutes
Board of Supervisors Regular Meeting Agenda 11-08-22.pdf

Optional Supporting Documents
Board Letter_Regular Meeting 11-08-22_Item 9.pdf

Part I. Landscape Analysis of Needs, Demographics, and Funding

Table 1 is fully completed and included in the HHAP-4 Data Tables file uploaded in the previous section.
Yes

Table 2 is fully completed and included in the HHAP-4 Data Tables file uploaded in the previous section.
Yes

Table 3 is fully completed and included in the HHAP-4 Data Tables file uploaded in the previous section.
Yes

Part II. Outcome Goals and Strategies for Achieving Those Goals

Copy and paste your responses to Tables 4 and 5 from the HHAP-4 Data Tables into the form below. All outcome goals are for the period between July 1, 2022 and June 30, 2025.

Table 4: Outcome Goals

Name of CoC
CA-502 Oakland, Berkeley/Alameda County CoC

1a. Reducing the number of persons experiencing homelessness.

Goal Statement
By the end of the performance period, HDIS data for the [Alameda County CoC] will show [16,000] total people accessing services who are experiencing homelessness annually, representing [6,154] [more] people and a [63%] [increase] from the baseline.

Goal Narrative
HDIS baseline data shows the number of people served in our system to be much lower than local HMIS data, which shows 21,511 persons served in FY 21-22, our most recent annual measurement period. We are still trying to understand this significant discrepancy. One potential reason could be that Coordinated Entry data in HDIS appears quite low, and more CE entries should appear in future HDIS data pulls. Therefore, while 16,000 is an increase from HDIS baseline, it is a reduction from what we believe to be the true number of those currently served by our homeless response system. If we reference our HMIS data which reflects our local understanding of the severity of the problem (and also aligns with annual projections of people experiencing homelessness based on a one-morning snapshot provided by the 2022 PIT Count), then we are proposing to decrease the number of persons experiencing homelessness from 21,511 (true baseline) to 16,000, a decrease of 5,511 persons or 26%. This goal is also predicated on the notion that the discrepancies between HDIS and HMIS data will eventually resolve itself so that future HDIS data pulls are comparable to our local situation. While we aim to lower this number overall, the 16,000 also reflects that we hope to have everyone experiencing homelessness in our community accessing and receiving services from our homeless response system and included in HMIS. The balancing of reducing homelessness while ensuring greater coverage of who is known to our system is included in this goal. In HHAP-3 goal setting for 2024, we anticipated a similar reduction from over 19,000 people in our local HMIS baseline to 17,000, an 11% reduction using local numbers (although it appeared as an 87% increase from HDIS data that we couldn't substantiate). Similarly, our goal appears as an increase from HDIS data, but is set using our homeless system numbers that we're able to substantiate. Goals set for 2025 are more ambitious, proposing a 26% instead of 11% decrease in our local situation. This decrease is in the context of continually increasing PIT Count numbers, that saw an overal 73% increase in homelessness from 2017 to 2022. While there are new housing opportunities for people experiencing homelessness in the pipeline, a reduction in homelessness cannot be realized without significant prevention efforts to stop the inflow of people becoming homeless, which hovers at a rate of 2.5 to 3 for every one person exiting homelessness. Prevention strategies have been articulated in the Home Together Plan but lack funding to implement.

Baseline Data	Change in # of People	Change as % of Baseline	Target Annual Estimate of # of people accessing services who are experiencing homelessness
9,846	6,154	63%	16,000

Decrease/Increase in # of People

Increase

Optional Comments

Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness

Describe any underserved and/or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:
Black and African American people experiencing homelessness represent the largest population of people in our homeless system. This population has consistently been over-represented compared to their representation in the general population. Current HDIS data shows 54% of those served by our homeless system are Black or African American, compared to approximately 11% of Alameda County residents. This percentage has gradually increased over time. It is imperative that we take steps to address the disproportionate impact, and increase people served (and housed) to reduce this over-representation so it aligns more closely with the general population. Baseline for CY 2021 shows 5,318 Black or African Americans served by our homeless system. Our goal is to serve 9,400 Black or African American persons in 2025, which would be a decrease of 6% relative to our 2024 goal, but would represent 59% of all persons served, which is commensurate with our HHAP-3 goal to serve this population at a rate that is greater than the general and homeless system population. We strive to increase this population served to reflect greater access to resources and housing exits.

Describe the trackable data goal(s) related to this Outcome Goal:
People who are Black or African American as a % of total persons served by our homeless response system. Our target is to increase this percentage represented in homeless system programs and services to reach 59% of the total population served by 2025 (or 9,400 Black or African American individuals served), to ensure there is over-representation in services received and exits to housing.

1b. Reducing the number of persons experiencing homelessness on a daily basis

Goal Statement
By the end of the performance period, data for the [Alameda County CoC] will show [6,300] total people experiencing unsheltered homelessness daily, representing [835] [fewer] people and a [12%] [reduction] from the baseline.

Goal Narrative
Since our 2017 PIT Count, our CoC has experienced an 85% increase in unsheltered homelessness (3,863 unsheltered in 2017; 6,312 in 2019; and 7,135 in 2022). However, if we remove the 2017 number of unsheltered and focus on the more recent counts from 2019 and 2022, then we see a 13% increase in the unsheltered population, which changes our 2025 projections to 8,232 people predicted to be unsheltered at that time. While the absolute numbers of unsheltered homeless continue to increase and are projected to keep increasing in the 2024 PIT Count based on current trend lines, the % of unsheltered to sheltered has decreased from 79% unsheltered in 2019 to 73% in the 2022 PIT Count. We believe this number/percentage would likely be higher if it weren't for the many Roomkey units that were still available during the 2022 PIT. With the loss of Roomkey units and the current trajectory, we'd expect continued increases in the unsheltered population. However, our Home Together Plan calls for significant and temporary investment in shelter to help slow down this increase, and to provide temporary housing while more permanent housing makes its way through the pipeline. Without significant funding, however, we cannot realize our goal of adding 1,625 units of shelter to our inventory by 2023 as called for in the Plan

(which would bring our total to 3,410 shelter units). Without ongoing funding, it is difficult to expand and sustain inventory, knowing that future operating and leasing costs do not have a funding source. Our biggest source of recurring funding is through HUD, and much of our HUD CoC package supports ongoing rental assistance for people already in permanent housing. However, our Home Together Plan calls for a number of activities that support efforts to increase the production of low-barrier shelter and interim housing, including lowering progammic barriers to crisis services, ensuring that existing shelter inventory can be maximally utilized, and increasing medical and mental health respite by 300 beds and including resources for rehousing exits.

For these reasons, we anticipate being able to reverse this trend, and start to change direction in 2024 and beyond. This includes adjusting our previous HHAP-3 goal from 8,100 unsheltered to a new goal of 7,000 by 2024, representing our first decrease in the next PIT Count. Our goal(s) represents stabilization so that, while unsheltered homelessness is predicted to temporarily increase, the addition of new shelter and interim housing can slow down this trajectory and reverse direction by 2025 as more shelter and housing is brought online. Our 2025 goal to have no more than 6,300 people unsheltered represents a 12% decrease from baseline, and a 10% reduction from our HHAP-3 adjusted goal of 7,000. We are proposing a significant reduction from the 2025 projection of 8,232 unsheltered to 6,300. This also represents a 22% decrease from our original HHAP-3 goal of 8,100. We continue to partner with cities to use each round of HHAP funding to bring on more units of interim housing, although it can take a few years to see projects finalized and sustainability of these projects when one-time funding ends remains a top concern.

Baseline Data	Change in # of People	Change as % of Baseline	Target Daily Estimate of # of people experiencing unsheltered homelessness
7,135	835	12%	6,300

Decrease/Increase in # of People
Decrease

Optional Comments

Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness

Describe any underserved and/or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:
Our latest PIT Count (2022) shows that unaccompanied youth households (ages 18-24) that are unsheltered comprise 9.3% of our CoC's total unsheltered population, which is higher than the percentage this population represents within our total homeless system (8%). This overrepresentation of youth in unsheltered homelessness is also consistent with data from our prior 2019 PIT Count which shows youth represented as 9% of the unsheltered population. We have seen this number reduced in the past (between 2017 and 2019) and believe that with targeted interventions including expanded access to Coordinated Entry through youth access points (a focus of YHDP), as well as interim housing for youth, we can once again impact this number. We are proposing a 20% decrease relative to our 2024 goal, with strategies informed by our youth coordinated community plan developed under YHDP.

Describe the trackable data goal(s) related to this Outcome Goal:
Our goal is to bring the # of unaccompanied youth who are unsheltered down by 2.3% to 7% of the unsheltered population in 2025, or no more than 441 (of the 6,300 goal set for total unsheltered homelessness) unaccompanied youth experiencing unsheltered homelessness. This decrease would be two full percentage points lower than the current percentage of the total homeless population that

unaccompanied youth represent (9% or 666 unaccompanied youth).

2. Reducing the number of persons who become newly homeless.

2. Reducing the number of persons who become newly homeless.

Goal Statement
By the end of the performance period, HDIS data for the [Alameda County CoC] will show [6,000] total people become newly homeless each year, representing [1,372] [more] people and a [30%] [increase] from the baseline.

Goal Narrative
Our community doesn't currently anticipate an influx in prevention resources, and like many others, are challenged with how to build out an effective and resourced prevention arm connected to our homeless response system. We foresee that due to the lifting of eviction moratoria when the local health emergency ends, and the wind down of one-time COVID resource-funded rental assistance (e.g. Emergency Rental Assistance Program (ERAP), which received over 11,000 applications in the County, not including the large cities of Oakland and Fremont that received their own applications. Of the 8,556 households that were approved for funding through the County, about 2/3 of these households are below 30% AMI, increasing their risk for falling into homelessness once supports are lifted) we anticipate seeing future increases in first-time homelessness, although likely not immediately, as evictions and loss of housing are just one step in a chain of events that contribute to eventual homelessness. HDIS data shows first-time homelessness increased by 17% between 2020 and 2021 (3967 to 4628), surpassing our 2021 target of where we'd need to be to meet our HHAP-3 2024 goal (4475 in 2021). At our current rate of increase, we would expect to see approx. 7,667 people become homeless for the first time in 2025. Homeless system modeling and projections in our Home Together 2026 Plan also project an increase in first-time homelessness in 2022 and 2023, with eventual stabilizing in 2024 and slight decreases thereafter (contingent on our Plan being sufficiently resourced with new funding over a five-year period, resulting in an additional 24,000 new units and subsidies). For these reasons, we propose to slow this upward trajectory of the rate of first time homelessness. This goal would result in 6,000 people becoming homeless for the first time in 2025 instead of 7,667, a decrease of 22%, and a stabilizing of our 2024 estimate. We hope to achieve this through identification of new prevention funding, building on existing partnerships with other mainstream/institutional settings exiting people to the homeless system (e.g. criminal justice system, hospitals, etc.) and leveraging data from multiple systems to help identify those most likely to become homeless through key screening indicators.

Baseline Data	Change in # of People	Change as % of Baseline	Target Annual Estimate of # of people who become newly homeless each year
4,628	1,372	30%	6,000

Decrease/Increase in # of People
Increase

Optional Comments

Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness

Describe any underserved and/or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:
The number of Black or African American people who became homeless for the first time in CY 2020 was 1,951 or 49% of the total number of people experiencing homelessness for the first time, well above the representation of Black or African American people in the general population (11%). The number of Black or African American people who became homeless for the first time in CY 2021 was 2,451 or 53%, an even greater disparity compared to the representation of Black or African American people in the general population. We are proposing to reduce first time homelessness for Black or African American people through housing problem solving and flexible financial assistance resources targeted to achieve greater race equity. Instead of continued growth in this subpopulation, we are proposing to slow the growth rate so that no more than 2,750 of those becoming homeless for the first time in 2025 are Black or African American. This would be a redirection in 2025 from the currently projected 51% of first-time homeless or 3,920 people, who are Black or African American. We are proposing a reduction from the projected 51% to no more than 46%, a decrease of 5% of the first-time homeless population.

Describe the trackable data goal(s) related to this Outcome Goal:
The number of Black or African American people experiencing first-time homelessness will be no greater than 2,750, or 46% by 2025.

3. Increasing the number of people exiting homelessness into permanent housing.

3. Increasing the number of people exiting homelessness into permanent housing.

Goal Statement
By the end of the performance period, HDIS data for the [Alameda County CoC] will show [2,250] total people exiting homelessness into permanent housing annually, representing [240] [more] people and a [12%] [increase] from the baseline.

Goal Narrative
We saw an 11% increase in housing exits between 2020 and 2021 (1,813 to 2,010 exits), due to new housing resources coming online. However, most of our future housing inventory will show up in HMIS as PSH enrollments with ongoing services (and therefore not system exits), meaning that people who are housed with these resources will be enrolled in PSH ongoing and will not impact this measure since they aren't considered an exit from the system. As we increase tenancy sustaining service slots through CalAIM, we anticipate that everyone housed through Coordinated Entry will be enrolled in these services ongoing (which is the goal) to support housing retention and homelessness prevention, but will continue to be active/enrolled in our system. For this reason, while we anticipate the number of overall housing exits to continue increasing, there is concern that much of this growth will not be captured by this measure. Although it is not entirely clear the population that is exiting to housing outside of the system without ongoing supports, since we don't have our arms around people once they have exited, our projection tool shows us that this type of housing exit continues to steadily increase. We therefore project a 12% increase in system exits to housing from our 2021 baseline (an additional 240 exits), and a 15% increase from our 2024 projected goal of 1,950 system exits to housing. Based on updated baseline data, we believe we can surpass our HHAP-3 2024 goal with further steady increases. While we are optimistic about bringing more housing online, the impact of increased housing exits will continue to be offset by the inflow into our system which averages at a rate of 2.5-3 people becoming homeless for every 1 person who exits. Without permanent funding to work on prevention, increasing total housing exits alone will not move our system to functional zero.

Current projections in our Home Together Plan include 1,447 units of PSH coming online over the next two fiscal years (through June 2024), but as noted, our projected goal does not include all the people who will move from homelessness to permanent housing due to our understanding of the limitations with the methodology for this measure. Our Home Together Plan also articulates that with significant additional funding and resources, we could increase exits from our system to more than 6,000 households annually by 2024. The Plan calls for the addition of over 24,000 new housing opportunities (both units and subsidies) by 2026, if funding can be identified. These projects to increase inventory would include expansions in rapid rehousing and supportive housing, as well as significant investments in newer program models for our community such as dedicated affordable housing and shallow subsidies that provides housing that allows people independence and autonomy with economic supports, a strategy recommended to be more effective in reducing racial disparities in our community.
We have seen success with focused smaller-scale programs that serve families in rapid rehousing (e.g. CalWORKS HSP), or OPRI (Oakland PATH Rehousing Initiative) that provides sponsor-based rental assistance and supportive services to people living on the street or in emergency shelters, and people exiting foster care or the criminal justice system. The OPRI partnership includes City of Oakand, the Oakland Housing Authority, Alameda County, and multiple non-profit agencies. Bringing programs like this to scale through increased subsidy and service slots would greatly impact our system.
In addition, there are a number of efforts over the past year that have launched to increase exits from our homeless response system to permanent housing: 1) funding housing navigation and housing stability services through CalAIM so that people can more easily access available housing and receive supports to stay housed; 2) procuring funds for operating subsidies that will add financial support to dedicated affordable units through a new local operating subsidy pool; and 3) local jurisdictions (cities) within the County are dedicating funding towards new supportive housing and rapid rehousing programs, are setting aside dedicated affordable units for homeless households, and have launched shallow subsidy programs.

Baseline Data	Change in # of People	Change as % of Baseline	Target Annual Estimate of # of people exiting homelessness into permanent housing
2,010	240	12%	2,250

Decrease/Increase in # of People
Increase

Optional Comments

Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness

Describe any underserved and/or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:
With our 2020 baseline data, we did not see significant disparities in exits to housing when compared with representation in our overall homeless system, so in alignment with our Home Together 2026 Community Plan to center race equity and reduce racial disparities, and in the absence of any one single racial group more disproportionately impacted than others (according to State HDIS data), we set an intention to reach larger percentages of all BIPOC served by the system and exiting to permanent housing, so that exits to housing align with BIPOC representation in the overall homeless system. With the 2021 baseline data, we continue to see racial groups mostly represented in alignment with their overall representation in the homeless system. However, there are some areas for improvement, including American Indian or Alaska Natives who comprise 3.4% of our homeless population but only represent 2.7% of housing exits from our system. Other racial groups are within a one percentile difference between their representation in the homeless system and system exits to housing. Also, because we know that Black or African American

people in particular are hugely overrepresented in the homeless system (54% compared to 11% of the general County population) we will continue to focus on access to housing problem solving and flexible financial assistance at the front door of our homeless system (access points/housing resource centers) so that there is greater access and opportunities for BIPOC populations to exit to housing without having to enter the homeless system and experience long waits for system resources.

Describe the trackable data goal(s) related to this Outcome Goal:
To achieve equity in this measure for all BIPOC populations experiencing homelessness, by 2025 over 3% of housing exits will be American Indian or Alaska Native; and we will maintain or improve representation in successful exits for people who are Asian at 3%; Black or African American at 54%; 2% Native Hawaiian or other Pacific Islander; and 7% for people of multiple races.

4. Reducing the length of time persons remain homeless.

4. Reducing the length of time persons remain homeless.

Goal Statement
By the end of the performance period, HDIS data for the [Alameda County CoC] will show [152] days as the average length of time that persons are enrolled in street outreach, emergency shelter, transitional housing, safehaven projects and time prior to move-in for persons enrolled in rapid rehousing and permanent housing programs annually, representing [16] [fewer] people and a [10%] [reduction] from the baseline.

Goal Narrative
The State's HDIS baseline data for this measure is significantly lower than what local HMIS data demonstrates (HMIS data shows that 229 days was the average length of time people remained homeless in Alameda County in CY 2021). Therefore, maintaining the average length of time that people in Alameda County remain homeless at 152 days (our CY 2020 baseline) between 2021 and 2025 is far below what local data shows, and as such is a significant decrease/reduction for this measure. The projection tool used to support goal setting for 2024 and 2025 shows that we're currently projected to reach 164 days as the average length of time someone remains homeless by 2025, only a modest reduction from current baseline. We believe we can take this goal further but cannot see moving the needle beyond what we already established in HHAP-3 which is a maintenance of effort for this data point which we haven't been able to substantiate locally. For further comparison, our HMIS data for this sytem performance measure across Fiscal Year 2021-2022 shows 226 days as the average length of time, similar to what we pulled locally for CY 2021.
We know that housing in the pipeline doesn't come online all at once, and that so long as the inflow into homelessness continues at the current rate (which seems likely given all that happens upstream on someone's way to becoming homeless), there will not be enough housing to exit people from the system swiftly without a significant long-term investment in new housing. Given this constraint, there will continue to be issues with flow through the system. PIT Count data also shows a large number of our homeless population is impacted with health and mental health disabilities (49% report psychiatric or emotional conditions; 34% report chronic health conditions; and 33% report physical disabilities), which impacts the time people are waiting for appropriate resources, as we need more housing with enhanced services for older adults, and persons who are medically fraile and/or with behavioral health impairments. New models in our system show great promise is providing these more intensive on-sight services so that people can stay housed in the community but require funding to be brought to scale. We also have very little turnover in PSH (which currently makes up the majority of our homeless housing) which is a strength of the system and speaks to our commitment to ensure ongoing services available to everyone for as long as needed, but also means that without new housing brought to scale, there is very little flow with existing inventory. We also see that lengths of stay in some types of interim housing have increased which can be a benefit, as the consumers in those programs are given the supports they need while housing plans are developed and implemented. With the continued move to reduce shelter barriers, people are willing to stay longer

while working on their long-term housing plans.

Baseline Data	Change in # of Days	Change as % of Baseline	Target Average length of time (in # of days) persons enrolled in street outreach, emergency shelter, transitional housing, safehaven projects and time prior to move-in for persons enrolled in rapid rehousing and permanent housing programs
168	16	10%	152

Decrease/Increase in # of Days
Decrease

Optional Comments

Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness

Describe any underserved and/or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:
Updated HDIS baseline data shows the average length of time families with minor children remain homeless continues to be much higher than for households without children (236 days vs. 146 days). This number for families continues to increase based on past data. Our projected performance indicates that if nothing changes, we are on pace to reach an average of 251 days that families with minor children stay homeless by year 2025. While this data could be attributable to families spending more time in programs such as interim housing/transitional housing/etc., our goal is to bring this number down to less than 200 days by 2025, a 15% decrease in length of time from current baseline, and a 20% reduction from our projected performance in 2025 (251 days vs. 200 days) reversing the current trend of increases.

Describe the trackable data goal(s) related to this Outcome Goal:
Reduce the average length of time that families with children remain homeless. Target goal is less than 200 days that families remain homeless by 2025. This is an 15% decrease from the 2021 HDIS baseline (236 days).

5. Reducing the number of persons who return to homelessness within two years after exiting homelessness to permanent housing.

5. Reducing the number of persons who return to homelessness within two years after exiting homelessness to permanent housing.

Goal Statement
By the end of the performance period, HDIS data for the [Alameda County CoC] will show [7%] of people return to homelessness within 2 years after having exited homelessness to permanent housing, representing [0] [fewer or more] people and a [0%] [reduction or increase] from the baseline.

Goal Narrative
This measure has remained relatively stable over the years (usually always at or under 10%, but not much variation from there) and would require a longer timeframe (beyond 2025) to achieve significant reductions. This goal represents a focus on increasing the number of people experiencing homelessness who exit to housing, while managing ongoing housing retention with some expected levels of attrition. We don't anticipate major levers impacting this relatively stable data point, and would go so far as to postulate that the 7% seen in the State's CY 2021 data may be more of an outlier that will regress to the mean over time. While it's great to see a decrease from HDIS CY 2020 numbers, we wouldn't expect to continue seeing reductions as there is some level of margin/tolerance in any system. DHCS is setting its performance measures for HHIP at no more than 15% returns to homelessness for their population of formerly homeless managed care members who exit to housing, and between this threshold and those set locally in response to tracking this data with HUD over a longer period of time, we have no reason to believe it would be possible to further suppress returns below 7%. As a community, we have dedicated a lot of funding to ensuring that most people exiting to homeless housing through our system have ongoing tenancy sustaining/housing stability services for as long as needed, and we attribute bringing those services to scale through Medi-Cal funding as part of CalAIM, as a key strategy to stay at or below 10% locally with returns to homelessness. However, continued authorizations of these services to cover a long period of time once housed is at the discretion of the Managed Care Plans, and it's not yet clear how the policies they may set around future approval of these services could impact whether some people in housing lose those supports and consequently lose their housing as well. We are continuining to advocate locally for long-term coverage through CalAIM, as well as at the State level to make tenancy sustaining services a covered Medi-Cal benefit, which would promote housing retention for a large group of people.

Baseline Data	Change in % of People	Change as % of Baseline	Target % of people who return to homelessness wihtin 2 years after having exited homelessness to permanent housing
7%	0%	0%	7%

Decrease/Increase in # of People
Decrease

Optional Comments
The Decrease/Increase fields above would not allow for a neutral/no change option which is what we're proposing when it comes to maintaining our returns to homelessness at no more than 7%.

Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness

Describe any underserved and/or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:
Returns to homelessness for transition age youth (ages 18-24) is currently at 11%, much higher than the system average of 7%. Our goal is to decrease unaccompanied youth returns to homelessness, so they're more in line with the rate of returns to homelessness in the overall homeless system. Unaccompanied youth ages 18-24 comprise approximately 6.6% of our homeless system according to CY 2021 data. There should be adequate supports in place to ensure housing retention for this group in line with the rest of our homeless system, so that their returns look similar to the overall system (which we target to be at 10% or lower), if not stronger. This calls for reducing returns by 1% each year to get to 7% in 2025. We believe that decreasing returns to homelessness for transition age youth from 11% to 7% can be accomplished with continued partnership between our County, Continuum of Care, and Youth Action Board, and with the infusion of new YHDP funds deployed to activities called for in the Youth Coordinated Community Plan.

Describe the trackable data goal(s) related to this Outcome Goal:
Reduce the percentage of transition age youth who return to homelessness after exiting homelessness to permanent housing from 11% to 7%.

6. Increasing successful placements from street outreach.

6. Increasing successful placements from street outreach.

Goal Statement
By the end of the performance period, HDIS data for the [Alameda CoC] will show [50] total people served in street outreach projects exit to emergency shelter, safe haven, transitional housing, or permanent housing destinations annually, representing [6] [more] people and a [14%] [increase] from the baseline.

Goal Narrative
State HDIS data shows that successful placements from street outreach have increased by 214% since 2018 through 2021 (14 to 44 placements), with the biggest increase during that period realized between 2020 to 2021. We believe we can continue increasing this goal (as we projected in HHAP-3) as we expect expansion of outreach teams using HMIS in our CoC beginning FY 2022/2023. In addition, there are an increased number of street health outreach teams participating in housing problem solving and front door services as part of our Coordinated Entry, which will also positively impact this measure. Using HHIP funds from DHCS, we are also partnering with our managed care plans to support data collection and expansion of people served by street heath outreach teams, which should support an increase in successful placements over the next few years. However, we're striving to ensure we keep this goal realistic, as successful placements depend on availability of both interim and permanent housing, and the system is therefore reliant on an increase in shelter options that can be accessible by street outreach, which will require new funding investments to realize (as discussed in Goal 1b). As street outreach is often the first encounter/touchpoint to the homeless response system, there are still many people encountered by outreach teams who are not yet ready to consent to data entry in HMIS which has also artificially limited the number of people receiving services through this access point.

Baseline Data	Change in # of People	Change as % of Baseline	Target Annual # of people served in street outreach projects who exit to emergency shelter, safe haven, transitional housing, or permanent housing destinations.
44	6	14%	50

Decrease/Increase in # of People
Increase

Optional Comments

Describe Your Related Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness

Describe any underserved and/or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:
There is insufficient population data from HDIS on those included in this measure from 2018 - 2021 (n=44) to draw meaningful conclusions about disproportionately impacted populations with such a small sample size. HDIS only provided data for a couple subpopulations but suppressed most because of the small

number of people reported in those categories. Where there was population data, it did not reveal noticable inequities (e.g. Black or African Americans represent 54% of our homeless system and made up 61% of successful placements from outreach; people with significant mental illness represent 30% of our system and made up 50% of succesful placements). However, as prioritized in our Home Together Plan, we have an intention to ensure that the population served by street outreach teams with successful exits aligns with BIPOC representation in the overall homeless system. In alignment with our Home Together 2026 Community Plan to center racial equity and reduce racial disparities, we will set goals to reach larger percentages of all BIPOC served by street outreach and exiting to successful placements, so that it aligns with BIPOC representation in the overall homeless system.

Describe the trackable data goal(s) related to this Outcome Goal:
To achieve equity in this measure for all BIPOC populations experiencing homelessness, by 2025 at least 3% of all successful placements from street outreach will be American Indian or Alaska Native; at least 3% Asian; at least 54% Black or African American; at least 2% Native Hawaiian or other Pacific Islander; and at least 7% multiple races.

Table 5: Strategies to Achieve Outcome Goals

Strategy 1

Type of Strategy
Increasing investments into, or otherwise scaling up, specific interventions or program types

Description
Prevent Homelessness: Focus resources for prevention on people most likely to lose their homes (Home Together Plan, Goal 1, Strategy 2)- Implement and expand shallow subsidies availability for people with fixed or limited income with housing insecurity to relieve rent burden and reduce the risk of becoming homeless.
Track progress on this goal area through system performance measures and corresponding measures of increased racial equity.

Timeframe
July 1, 2022 - June 30, 2025

Entities with Lead Responsibilities
Office of Homeless Care and Coordination (system connection); Alameda County Behavioral Health (Care First, Jails Last); Social Services Agency (workforce development)

Measurable Targets
Add 1,740 shallow subsidies for households in our homelessness response system.

Performance Measure(s) to Be Impacted (Check all that apply)
1. Reducing the number of persons experiencing homelessness.
2. Reducing the number of persons who become homeless for the first time.
5. Reduing the number of persons who return to homelessness after exiting homelessness to permanent housing.
7. Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy 2

Type of Strategy

Increasing investments into, or otherwise scaling up, specific interventions or program types

Description
Prevent Homelessness for our residents: rapidly resolve episodes of homelessness through Housing Problem Solving (Home Together Plan, Goal 1, Strategy 3) by adding resources to flexible funding pools for Housing Problem Solving, a practice of helping people newly homeless or on the verge of homelessness to identify rapid solutions to their situation with light financial support.

Timeframe
July 1, 2022 - June 30, 2025

Entities with Lead Responsibilities
OHCC as Coordinated Entry Management Entity

Measurable Targets
Increase current flexible funding for Housing Problem Solving by 20% from CY 2022 contract amounts (an increase of $100,000).
Increase the centralized Housing Assistance Fund by 20% from CY 2022 levels (an increase of $200,000).

Performance Measure(s) to Be Impacted (Check all that apply)
1. Reducing the number of persons experiencing homelessness.
2. Reducing the number of persons who become homeless for the first time.
5. Reduing the number of persons who return to homelessness after exiting homelessness to permanent housing.
7. Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy 3

Type of Strategy
Strengthening the quality or performance of housing and/or services programs

Description
Prevent Homelessness for our residents: rapidly resolve episodes of homelessness through Housing Problem Solving (Home Together Plan, Goal 1, Strategy 3) by offering Housing Problem Solving training and funding to all CE access point providers and outreach staff throughout the system so that providers can quickly assist people when and where they seek help.

Timeframe
July 1, 2022 - June 30, 2025

Entities with Lead Responsibilities
OHCC as Coordinated Entry Management Entity

Measurable Targets
Facilitate at least one Housing Problem Solving training per year available to all CE providers.

Performance Measure(s) to Be Impacted (Check all that apply)
1. Reducing the number of persons experiencing homelessness.
2. Reducing the number of persons who become homeless for the first time.

5. Reduing the number of persons who return to homelessness after exiting homelessness to permanent housing.
7. Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy 4

Type of Strategy
Strengthening systemic efforts and processes, such as coordinated entry and assessment processes, landlord engagement efforts, housing navigation strategies, and other systemic improvements

Description
Connect people to shelter and needed resources: expand access in key neighborhoods and continue improvements to Coordinated Entry (Home Together Plan, Goal 2, Strategy 1). Activities include expanding neighborhood-based access points to the system's housing and shelter resources in places where people are most likely to lose housing or are currently experiencing homelessness; and continue to track and evaluate the impact of updates to CES to ensure impacts are effective and support reductions in racial disparities.

Timeframe
July 1, 2022 - June 30, 2025

Entities with Lead Responsibilities
OHCC as CE Management Entity

Measurable Targets
Launch 2 Coordinated Entry Access Points for survivors of IPV and Youth.

Performance Measure(s) to Be Impacted (Check all that apply)
1. Reducing the number of persons experiencing homelessness.
6. Increasing successful placements from street outreach
7. Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy 5

Type of Strategy
Increasing investments into, or otherwise scaling up, specific interventions or program types

Description
Connect people to shelter and needed resources: Significantly increase the availability of shelter, especially non-congregate models, to serve vulnerable households and to reduce unsheltered homelessness (Home Together Plan, Goal 2, Strategy 4). New shelter will be primarily non-congregate and include access to support services; as new housing comes online, transition non-congregate shelters into permanent housing or remove these beds from the system as demand is reduced. Currently, Alameda County has two Homekey projects awarded that will become supportive housing but are currently used as interim housing to align with this strategy.

Timeframe

July 1, 2022 - June 30, 2025

Entities with Lead Responsibilities
OHCC, County Housing & Community Development, County Social Services Agency

Measurable Targets
Add 1625 temporary additional non-congregate shelter beds to serve vulnerable adults, and families with children.

Performance Measure(s) to Be Impacted (Check all that apply)
1. Reducing the number of persons experiencing homelessness.
6. Increasing successful placements from street outreach
7. Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy 6

Type of Strategy
Expanding and strengthening cross-system partnerships and/or collaborative planning

Description
Increase Housing Solutions: add units and subsidies for supportive housing, including new models for frail/older adults (Home Together Plan, Goal 3, Strategy 1). Activities include expanding the supply of supportive housing subsidies and units through prioritization and matching strategies, and new development funding; and creating a new model of supportive housing for older/frail adults with more intensive health service needs.

Timeframe
July 1, 2022 - June 30, 2025

Entities with Lead Responsibilities
County Housing & Community Development, OHCC

Measurable Targets
Add 1,285+ new supportive housing subsidies to our homelessness response system.
Add 520+ new (additional) supportive housing subsidies for older adults.

Performance Measure(s) to Be Impacted (Check all that apply)
1. Reducing the number of persons experiencing homelessness.
3. Increasing the number of people exiting homelessness into permanent housing.
4. Reducing the length of time persons remain homeless.
7. Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy 7

Type of Strategy
Other equity-focused strategies

Description
Increase housing solutions: Create dedicated affordable housing subsidies for people who do not need intensive services (Home Together Plan, Goal 3, Strategy 2) by providing affordable housing without time

limits for approximately 30% of adult only households and 28% of family households in the homeless system (over a five-year period).

Timeframe
July 1, 2022 - June 30, 2025

Entities with Lead Responsibilities
County HCD, OHCC

Measurable Targets
Add 3,320 dedicated affordable housing subsidies available to households in the homelessness response system.

Performance Measure(s) to Be Impacted (Check all that apply)
1. Reducing the number of persons experiencing homelessness.
3. Increasing the number of people exiting homelessness into permanent housing.
4. Reducing the length of time persons remain homeless.
7. Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy 8

Type of Strategy
Building the capacity of homelessness response system to utilize resources, implement best practices, and/or achieve outcomes

Description
Increase housing solutions: Create dedicated affordable housing subsidies for people who do not need intensive services (Home Together Plan, Goal 3, Strategy 2) by adding capacity within the system to support new dedicated affordable units including staff for new local operating subsidy program, additional CE staffing and lighter and variable supportive services. Monitor race and ethnicity for those matched to dedicated affordable housing opportunities in the homeless system to ensure BIPOC populations are represented at or above their prevalence in the homeless system.

Timeframe
July 1, 2022 - June 30, 2025

Entities with Lead Responsibilities
HCD, OHCC

Measurable Targets
Launch a Local Operating Subsidy Pool operated by HCD with support from OHCC in 2023. Support 42 housing opportunities through Local Pool by 2025.

Performance Measure(s) to Be Impacted (Check all that apply)
1. Reducing the number of persons experiencing homelessness.
3. Increasing the number of people exiting homelessness into permanent housing.
4. Reducing the length of time persons remain homeless.
7. Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy 9

Type of Strategy
Improving data quality, data systems, and/or data analyses to better inform decision-making

Description
Strengthen coordination, communication, and capacity: Use data to improve outcomes and track racial equity impacts (Home Together Plan, Goal 4, Strategy 1) by improving HMIS coverage; and 2) improving data quality and regularly reviewing system and program outcomes data disaggregated by race.

Timeframe
July 1, 2022 - June 30, 2025

Entities with Lead Responsibilities
OHCC, County Housing & Community Development

Measurable Targets
Increase HMIS licensed users by 5% (approx. 32 new users); increase HMIS participating agencies by 5% (approx. 4 new agencies) in 2023.

Performance Measure(s) to Be Impacted (Check all that apply)
1. Reducing the number of persons experiencing homelessness.
7. Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy 10

Type of Strategy
Improving data quality, data systems, and/or data analyses to better inform decision-making

Description
Strengthen coordination, communication, and capacity: Use data to improve outcomes and track racial equity impacts (Home Together Plan, Goal 4, Strategy 1) by improving the tracking of resources and inventory (e.g. development of a supportive housing pipeline tool) to support evaluation and reporting.

Timeframe
July 1, 2022 - June 30, 2025

Entities with Lead Responsibilities
OHCC

Measurable Targets
Develop tracking tools and provide annual updates on the Home Together Community Plan beginning in FY 2022 - 2023.

Performance Measure(s) to Be Impacted (Check all that apply)
1. Reducing the number of persons experiencing homelessness.
7. Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

*Click **+ Add Strategy** above to add additional strategies as needed.*

Part III. Narrative Responses

Copy and paste your responses to Part III. Narrative Responses from the HHAP-4 Local Homelessness Action Plan & Application Template into the form below.

Question 1

[50220.8(b)(3)(D)] My jurisdiction (e.g., City, County, CoC) collaborated with other overlapping jurisdictions to develop the strategies and goals related to HHAP-4

Q1
Yes

Question 2

[50220.8(b)(3)(D)] My jurisdiction (e.g., City, County, CoC) consulted with each of the following entities to determine how HHAP-4 funds would be used:

Public agencies (governmental entities)
Yes

Private sector partners (philanthropy, local businesses, CBOs, etc.)
No

Service providers (direct service providers, outreach, shelter providers, etc.)
Yes

Local governing boards
Yes

People with lived experience
Yes

Other
No

a. Please describe your most notable coordination and collaborative processes with these entities.

Most notably, the City of Oakland and Alameda County continue to strengthen their partnership, particularly as there have been changes in city staff at the leadership level this past year. To that end, we are meeting with new staff from both the Human Services Department and the City Administrator's Office on a weekly and biweekly basis, with several ad-hoc meetings to develop our HHAP-4 goals and approach. Our regular coordination meetings span a range of collaborative areas, including street outreach and encampment response, housing services, Roomkey/Homekey, Coordinated Entry, policy and planning including new initiatives such a CalAIM and HHIP, and housing development/capital projects. Agenda building is collaborative, and this time is held to ensure information sharing, alignment, and identification of next steps with overlapping projects. In regard to HHAP, youth specific conversations have also been held to ensure that use of funds is complementary, especially given that a majority of youth providers are based out of Oakland where we see the greatest percentage of the County's homeless population. Both jurisdictions share a commitment to coordinate the use of funds beyond just HHAP to integrate interim and

permanent housing resources through joint adoption of our coordinated community plan, Home Together 2026, which details out resources and funding needed at both County and city levels.

Question 3

[50220.8(b)(3)(B) and 50220.8(b)(3)(E)] My jurisdiction (e.g., City, County, CoC) is partnering or plans to use **any round** of HHAP funding to increase partnership with:

People with lived experience
Yes

Is this partnership formal or informal?
Formal partnering

Is this partnership current or planned?
Current

Do HHAP Funds Support This Partnership?
Yes

Social services (CalFresh, Medi-cal, CalWORKs, SSI, VA Benefits, etc.)
Yes

Is this partnership formal or informal?
Informal partnering

Is this partnership current or planned?
Current

Do HHAP Funds Support This Partnership?
No

Justice entities
Yes

Is this partnership formal or informal?
Formal partnering

Is this partnership current or planned?
Current

Do HHAP Funds Support This Partnership?

No

Workforce system
Yes

Is this partnership formal or informal?
Informal partnering

Is this partnership current or planned?
Current

Do HHAP Funds Support This Partnership?
No

Services for older adults
Yes

Is this partnership formal or informal?
Formal partnering

Is this partnership current or planned?
Current

Do HHAP Funds Support This Partnership?
No

Services for people with disabilities
Yes

Is this partnership formal or informal?
Formal partnering

Is this partnership current or planned?
Current

Do HHAP Funds Support This Partnership?

Yes

Child welfare system
Yes

Is this partnership formal or informal?
Formal partnering

Is this partnership current or planned?
Current

Do HHAP Funds Support This Partnership?
No

Education system
Yes

Is this partnership formal or informal?
Informal partnering

Is this partnership current or planned?
Current

Do HHAP Funds Support This Partnership?
No

Local Homeless Coordinated Entry System
Yes

Is this partnership formal or informal?
Formal partnering

Is this partnership current or planned?
Current

Do HHAP Funds Support This Partnership?

Yes

Other (please specify)
Yes

Is this partnership formal or informal?
Formal partnering

Is this partnership current or planned?
Current

Do HHAP Funds Support This Partnership?
Yes

Other response
Managed Care Plans

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a. Please describe your most notable partnership with these groups (e.g. MOUs, shared funding, data sharing agreements, service coordination, etc.)
Data Sharing Agreements, contracts, MOUs, shared funding, and service coordination are all in place with both of our managed care plans regarding their members experiencing homelessness who are eligible for CalAIM housing services. This relationship was initially developed through Whole Person Care partnership, but has been strengthened significantly through CalAIM as it is becoming a key program in our homeless system. We are now working closely on HHIP investments to achieve system-level outcomes. As a result, our managed care plan partners now participate in our CoC committees, and we have several weekly and monthly coordination meetings focused on homelessness, including weekly operational meetings for Housing Community Supports; biweekly planning meetings for HHIP investments; monthly leadership meetings for overall CalAIM strategy; and CalAIM Stakeholder Committee meetings bimonthly to ensure alignment. HHIP has also created stronger data sharing processes as the managed care plans are reliant on county-level data coming from HMIS and our Social Health Information Exchange. MOUs already existed to share this information, but now the data being shared is increasing in scope to meet the performance requirements of HHIP. One additional example of notable partnership is with our local PHAs. Although not specifically called out in the table, the issuance of Emergency Housing Vouchers (EHV) called for partnership and MOUs with 4 housing authorities in our county to issue 875 vouchers. This effort called on use of our COVID-prioritization to refer residents exiting Project Roomkey, all handled by our Coordinated Entry matching and referral team; included targeted set-asides for special populations (TAY and the gender-based violence community); pairing services through County-provided housing navigation and tenancy sustaining services; and landlord liaison services to help support voucher uptake. These partnerships included data sharing to capture matching, referrals, application submissions, vouchers issued and leased up, all with an eye to ensuring race equity throughout the process.

Question 4

[50220.8(b)(3)(B) and 50220.8(b)(3)(E)] My jurisdiction (e.g., City, County, CoC) is strengthening its **partnership, strategies, and resources** across:

Managed care plans and resources (such as the Housing and Homelessness Incentive Program [HHIP])
Yes
Data Sharing Agreement Established

Physical and behavioral health care systems and resources
Yes
Data Sharing Agreement Established

Public health system and resources
Yes
Other (please explain)

Public health system and resources response
Data Sharing being explored through use of our Social Health Information Exchange instead of 1:1 between each County department.

a. Please describe your most notable coordination, planning, and/or sharing of data/information that is occurring within these partnerships.
While many counties that received Medi-Cal Whole Person Care Funds implemented a version of a Community Health Record (CHR), Alameda County's is one of the most comprehensive systems in the state. Our CHR has more than 600 active users representing 120 health and housing programs and includes records for more than 700,000 individuals. The Social Health Information Exchange (SHIE), the engine that powers the CHR, is unique in the state as it enables integration with other core systems, including the electronic health record, the county Homeless Management Information System (HMIS), the county jail information database, case management, and claims. Using the SHIE, we are able to identify and analyze disparate data among the County population at risk of or experiencing homelessness and use this information to develop and execute services and initiatives to ensure system-wide racial and gender equity. Some functions of this infrastructure we are able to benefit from include: 1) the ability to conduct comprehensive population analysis such as accessing homelessness information alongside healthcare utilization to identify and homeless consumers that need specialty care for outreach and care coordination; 2) the ability to perform patient matching from different sectors of data enabling us to analyze services and care needs to better respond to health disparities; 3) the ability to conduct system-level analysis of services and outcomes to identify successful interventions, and support organizations with capacity development to improve care; 4) the ability to immediately and effectively take action to mitigate risk to the homeless population during pandemic situations; and 5) the ability to identify consumer program eligibility and connect them to services. These functions have all become critical in launching partnership-driven programs between the County Health Care Service Agency and our Managed Care Plan partners for CalAIM and now HHIP, where the sharing of data and information about Health Plan members experiencing homelessness is required.

Question 5

[50220.8(b)(3)(F)] Please select what actions your jurisdiction will take to ensure racial/ethnic/gender groups that are overrepresented among residents experiencing homelessness have equitable access to housing and services:

[50220.8(b)(3)(F)] Please select what actions your jurisdiction will take to ensure racial/ethnic/gender groups that are overrepresented among residents experiencing homelessness have equitable access to housing and services:
Disaggregating administrative data for use in decision making processes
Modifying procurement processes
Ensuring those with lived experience have a role in program design, strategy development, and oversight
Developing workgroups and hosting training related to advancing equity

a. Please describe the most notable specific actions the jurisdiction will take regarding equity for racial/ethnic/gender groups.
Addressing Racial Disparities: Our HMIS data shows racial disparities in both first-time homelessness and returns to homelessness, with African Americans and Native Americans experiencing homelessness at a rate four times higher than Alameda County's general population. Some of the efforts embedded in our service model that we will continue to implement to address these inequities include supporting evidence-based strategies, contracting with place-based CBOs that are representative of populations experiencing homelessness, incorporating peer specialists, multi-lingual and people with lived experience in service teams and prioritizing the delivery of services in neighborhoods with higher populations of Black and Native American residents. In addition, OHCC funds multiple efforts within our jurisdiction to uplift and enhance the representation of individuals with lived expertise in our CoC's governance structure, including the CoC board, committees and ad hoc working groups. These funds are used to recruit, train and support members with lived expertise to participate fully in CoC governance. The County's recently adopted governance charter calls for one-third of all CoC board seats be dedicated to people with lived expertise. A new program facilitated by our CoC support agency ('Emerging Leaders Program') supports cohorts of people with lived expertise with the needed training and mentorship to fill these seats ongoing and have access to information and decision-making, as well as technology to facilitate engagement.
Through our CoC's recent Youth Homelessness Demonstration Project grant, our Office of Homeless Care and Coordination along with other CoC partners are also collaborating closely with members of our Youth Advisor Board (YAB) that have lived experience of homelessness.

Question 6

[50220.8(b)(3)(G)] My jurisdiction (e.g., City, County, CoC) has specific strategies to prevent exits to homelessness from **institutional settings** in partnership with the following mainstream systems:

Physical and behavioral health care systems and managed care plan organizations
Yes, formal partnering
Yes, leveraging funding

Public health system
Yes, informal partnering

Criminal legal system and system for supporting re-entry from incarceration
Yes, formal partnering
Yes, leveraging funding

Child welfare system
Yes, formal partnering

Affordable housing funders and providers
Yes, formal partnering

Yes, leveraging funding

Income support programs
Yes, formal partnering

Education system
Yes, informal partnering

Workforce and employment systems
Yes, informal partnering

Other (please specify)
No

a. Please describe the most notable specific actions the jurisdiction will take to prevent exits to homelessness from institutional settings
To provide people exiting from institutions with the care they needed during the pandemic, Alameda County launched an enhanced care housing program, leveraging funding from our Whole Person Care pilot to provide on-site clinical services at one of our Roomkey-to-Homekey hotels. Once the site was up and running, to ensure continuity of care, the County identified and began to use established benefit programs with sustainable funding streams to address the full spectrum of this population's care needs. The initiative implements a novel sustainable funding approach that integrates existing programs including the Medi-Cal Home and Community Based Alternatives (HCBA) waiver program, Medi-Cal Assisted Living Waiver (ALW) program, and hospice/palliative care services to create a comprehensive set of services that IHF can access in a stable housing environment.
The model of care at our enhanced care site provides integrated wrap-around medical and social services for people who are medically fragile and/or struggle with serious mental illness, building services around these residents and anticipating the inevitable disease progression rather than forcing high-needs individuals through fragmented systems of care that have historically failed to meet their needs. Services provided at current sites include personal care, home health nursing, case management, site-level care coordination and medical directorship that provides onsite care management for unstable and high-needs residents.
OHCC is seeking to expand this model through applying for additional HUD funding.

Question 7

[50220.8(b)(3)(H)] Specific and quantifiable **systems improvements** that the applicant will take to improve the delivery of housing and services to people experiencing homelessness or at risk of homelessness, including, but not limited to, the following:

(I) Capacity building and workforce development for service providers within the jurisdiction, including removing barriers to contracting with culturally specific service providers and building the capacity of providers to administer culturally specific services.
HCSA is recognized by the State of California as a leader in capacity building and workforce development for service providers. Examples of our innovative workforce development work include:
Alameda County Health Pipeline Partnership (ACHPP) is a consortium of pathway programs and organizations that aims to increase the diversity of the healthcare workforce by providing mentorship, academic enrichment, leadership development, and career exposure to disadvantaged and minority youth. HCSA has served as the facilitator of the consortium since 2007. Our County Safety-net hospital system and HCSA have been longstanding partners in this pipeline consortium. Members comprise fifteen different organizations that provide short-term and long-term opportunities to youth in middle school through college

and graduate students from underserved communities throughout Alameda County.
The Health Coach Program (HCP) - HCP was founded by HCSA in 2014 and is the first healthcare apprenticeship program to be certified by the State in the Northern California region. The purpose of the program is to employ residents with lived experience in healthcare positions that directly benefit populations with poor health outcomes. Since its inception HCP has trained 70 apprentices all of whom have matriculated to institutes of higher learning or acquired health-related positions that provide a living wage with CBO service providers throughout the county.
PEERS provides leadership development, empowerment, job training, and support for people with mental health and/or substance use recovery experience who are interested in joining the behavioral health field as Peer Support Specialists within Alameda County.
Building on this experience, HCSA has recently been awarded a California Health Care Foundation Community Health Worker and Promotor (CHW/P) Workforce Capacity-Building Collaborative Project grant. Under this opportunity, HCSA will convene a diverse cadre of stakeholders with the objective of creating a plan to:

· Enhance the capacity of health and social service systems to provide linguistically and culturally responsive services, thereby improving health outcomes in the region.

· Scale the CHW/P workforce in the County with an emphasis on leveraging new state and federal CHW/P opportunities, including Medi-Cal CHW benefit, CalAIM, and other state and local initiatives.

· Develop financially sustainable, evidence-based models that strengthen the integration of the CHW/P workforce into the County's health and social service safety net.

· Connect CHW/Ps to high-quality jobs with transferable skills, pathways for professional growth, and wages that support them in thriving.

In regard to equitable contracting, HCSA has begun revamping our procurement processes and how we think of contracting, standing up a new Community Coalitions model in a way that encourages partnerships among smaller, grassroots organizations with deep ties to specific communities and other, larger community-based organizations (CBOs).

HCSA laid the groundwork for new community roles by creating an Outreach and Health Education Network through contracts with 19 CBOs over the first two years of the pandemic. Each contract was administered and monitored separately, and a learning community supported sharing of resources and strategies across partner organizations. Based on community listening sessions, HCSA staff redesigned the next procurement for this work to allow for greater community participation and voice. Starting with a $12.2M investment in Community Resilience (CR) Coalitions reaching towards vaccine equity and community resilience and recovery after the pandemic's losses, Alameda County's model emphasizes investment and trust in the lived experiences of community members and the grassroots wisdom of community-based organizations over traditional procurement and contracting. CR Coalitions are beginning their work by ensuring equitable access to vaccine and will continue with other activities designed to address the social and structural determinants of health at individual, community, and population levels. Over time, Coalitions can link populations to quality care and promote individual and community wellness through health education, linkages to needed resources like financial assistance, and meaningful community engagement.

(II) Strengthening the data quality of the recipient's Homeless Management Information System.
Beginning in 2020, all participating agencies are required to identify an "Agency Liaison" for HMIS. The Agency Liaison is responsible for working with the HMIS Lead to identify and correct data quality issues. The Agency Liaisons also attend monthly meetings to review data quality and performance.

Alameda County convenes monthly meetings of Agency Liaisons, provides ongoing trainings to support

agencies to improve and maintain data quality, and runs systemwide reports for review by HMIS Oversight, CoC, and other CoC Committees as requested. The County also presents data quality reports to the CoC's HMIS Oversight Committee on a quarterly basis, and to the CoC Board on a semi-annual basis.

The CoC includes the Alameda County data quality standards as part of the evaluation and scoring criteria for the annual HUD CoC Local Competition for funding. The CoC also collaborates with funders to include data quality standards in program contracts and monitoring, as well as performance incentives and reporting requirements for funding. Our community has also been engaged with HUD Technical Assistance providers (ICF) regarding HMIS data quality over the past few years for support in building out and implementing our Data Quality Plan.

(III) Increasing capacity for pooling and aligning housing and services funding from existing, mainstream, and new funding.
Homelessness is a countywide problem with an unequal distribution across our 14 cities and unincorporated areas. In response, resources and new investments continue to be deployed across five regions to reflect need and proportion of unhoused residents across the County: North (Berkeley, Emeryville, Albany), Oakland (Oakland and Piedmont), Mid (Alameda, Hayward, San Leandro, Unincorporated Areas), South (Fremont, Newark, Union City), and East (Dublin, Pleasanton, Livermore).

As new funding becomes available, and following the County's previous approach, the 2022 PIT Count will be used to determine regional allocations, and the County, local cities, and the Continuum of Care will collaboratively plan and review programming and projects in each region. Cities can also apply to an Innovation and Acceleration Fund for special investments in capacity-building or acceleration of new projects. The regional approach fosters alignment with methods previously used to administer State funds, including Homeless Emergency Assistance Program (HEAP) and Housing and Homelessness Assistance Program (HHAP). Layered with our community's System Modeling, regional coordination prioritizes localized interventions within the context of a countywide system. Further, Alameda County is a participant in the Bay Area's Regional Action Plan which provides a practical framework, adopted across our 9 counties, with the goal of reducing homelessness by 75% through aligning future federal and state investments.

In addition, the County continues to pool available resources from across County departments that receive funding dedicated toward homelessness, to see critical projects over the finish line. For example, this includes aligning CalAIM Medi-Cal revenue to support the provision of services at new supportive housing sites, including Homekey units; using HHIP funding in partnership with our Managed Care Plans to invest in new housing development by establishing a local operating subsidy pool out of county HCD where HDAP, HHIP, and other funding sources can be committed to competitively-bid housing projects in need of operating funds; and using MHSA to support capital development of housing projects with other local funds committed.

(IV) Improving homeless point-in-time counts.
The 2022 Street Count methodology followed an established, HUD-approved approach commonly called a blitz method followed by a sample survey. Very significantly, a change was made in the use of GPS enabled smartphones in data collection using an ESRI Survey 123 application developed and customized by Applied Survey Research (ASR) to conform to HUD data collection requirements. The application was also a tool to document compliance with the COVID-19 safety precautions established by the PIT Count Planning Committee. Also, improvements were made in pre-Count planning efforts to deploy Count teams virtually, wherever possible, thereby avoiding the need for centralized deployment centers where COVID-19 transmission risks would be greater.

Planning has already begun to continue and build upon these improvements for the next PIT Count. In addition, our Managed Care Plan partners have committed to making one-time HHIP investments in PIT Count data collection and reporting for our 2024 Count.

(V) Improving coordinated entry systems to strengthen coordinated entry systems to eliminate racial bias, to create a youth-specific coordinated entry system or youth-specific coordinated entry access points, or to improve the coordinated entry assessment tool to ensure that it contemplates the specific needs of youth experiencing homelessness.
* System improvements include collecting client preferences related to what cities within the County they want to live in and what type of housing they are willing to accept (i.e. shared, SRO, studio etc.). Using this data to match people to housing that aligns their self-stated preferences will more quickly connect people to permanent housing resources they want and create a more efficient system for matching by reducing the number of times people are matched and decline because the opportunity does not meet their needs or preferences. This is expected to launch at the end of Q1 of CY 23.

· Alameda County has a robust matching and referral team that ensures housing resources are effectively matched to people based on need using a dynamic housing queue with banded threshold scoring that maps to differing levels of need. For example, a PSH priority list is generated from the highest scores on the housing queue along with other threshold indicators such as chronic homelessness and disability. Other permanent housing resources such as RRH wouldn't require the same level of scoring for vulnerabilities/housing barriers given that its intended to serve a different population of people experiencing homelessness.

· Alameda County currently has one physical access point location that specifically serves transitional age youth that opened this year. This is expected to expand to 2 physical access points by the end of Q2 CY 23. There is also an increase in staff positions for Coordinated Entry specialists, including hiring peer specialists, in order to better serve the TAY population through housing problem solving services and Coordinated Entry assessments and referrals. TAY can access services through these access points regardless of where they live within the County and all services can be provided by phone or virtually depending on the preferences of the client.

· Alameda County's Coordinated Entry System looks at referrals to permanent housing resources disaggregated by race and ethnicity on a regular basis in order to quickly identify equity issues. To date, Alameda County has been serving Black/African American/African people at higher rates than the rates observed in the 2022 PIT Count.

· Alameda County is piloting connecting CalAIM Housing Navigation services to Access Points more directly in 2023. This includes an expansion of housing navigation slots and matching people more quickly and efficiently from the housing queue to a housing navigator connected to an access point in their region that serves the subpopulation that the individual is a part of. In most cases this will be the access point where they received housing problem solving services and a Coordinated Entry assessment. This is being done in order to shorten the amount of time people are waiting to get matched to navigation and to facilitate improved warm hand-offs, which we hope will ultimately lead to people securing housing more quickly.

· A third-party evaluator was hired to analyze the Coordinated Entry Assessment tool and found that there were not significant differences in scoring distribution between TAY without minor children when compared to other adults or between TAY with minor children and other adults with minor children.

· Alameda County will be working with organizations serving domestic violence, intimate partner violence, gender-based violence and trafficking survivors to create access points specifically to serve the unique needs of these households. Tracking will be done in a HMIS-comparable database; however, housing problem solving services will be a key component of their work, along with coordinated entry assessments that can be de-identified for the purposes of matching and referral to permanent housing resources matched through Coordinated Entry.

The Coordinated Entry System began collecting data on individuals' last permanent address (including if

they stayed with family or friends for 30 days or more before becoming literally homeless). This data will be analyzed alongside regional data (like Urban Institute data) in order to look at the effects of adding a scored question to the Coordinated Entry assessment to target households from areas most impacted by economic disparities and displacement, our hypothesis is that this may be another means to further advance racial equity in our Coordinated Entry System.

Question 8

***Responses to these questions are for informational purposes only.**

What **information, guidance, technical assistance, training, and/or alignment of resources and programs** should Cal ICH and other State Agencies prioritize to support jurisdictions in progressing towards their Outcome Goals, Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness, and/or would otherwise help strengthen local partnerships, coordination, planning, and progress toward preventing and ending homelessness?

Information, Guidance, and Technical Assistance
Technical assistance related to goal setting (generally)
Trainings on topics of equity

Alignment of Resources and Programs

In the space below, please describe what Cal ICH and other State Agencies should prioritize related to alignment of resources and programs, strengthening partnerships and collaborations, or any other ways that State can support communities' progress:

Untitled
There are too many related but different goal-setting and goal-obtaining processes in place that don't align well (and may differ still from local efforts already established and developed over years and with multiple stakeholders involved). For example, our community adopted a strategic plan to drastically reduce homelessness over a five-year period, which includes setting system performance goals to gauge progress and inform our efforts to achieve race equity. However, Cal ICH requires through HHAP-3 and HHAP-4 that we track progress against system performance measures they selected using baseline data that we are not able to substantiate through our own HMIS, and therefore will look much different than what we are tracking and reporting publicly as part of our coordinated community plan. HHIP through DHCS is using a set of system performance measures to look at progress for managed care plan members and is defining those measures differently than either effort described above. In addition, HUD requires reporting on system performance measures where progress is used to inform NOFO competitiveness but using a universe of data in HMIS that isn't reflected in the State's efforts. This makes planning, tracking, and communicating out to stakeholders tenuous to say the least.

Part IV. Funding Plan Strategic Intent Narrative

Question 1

Eligibe Use 1

Eligible Use Category Intended to be Supported with HHAP-4
1. Rapid rehousing

Approximate % of TOTAL HHAP-4 ALLOCATION to be sed on this Eligible Use(%)
19.40%

Approximate % of TOTAL HHAP-4 ALLOCATION to be used under this Eligible Use as part of the Youth Set Aside? (%)
0.00%

Activities to be Supported with HHAP-4
Rental assistance dollars and housing deposits to secure units which is made available centrally across providers in our system, as well as funding to bridge subsidy gaps for people in RRH or RRH/bridge to PSH housing. Funds are also used to cover people rental assistance costs including housing deposits for people enrolled in our Housing Community Supports program through CalAIM but are not enrolled in managed care (and therefore not Medi-Cal billable).

How is this a strategic use of HHAP-4 resources that will address needs and gaps within the homelessness response system?
Our Home Together 2026 Community Plan identifies (and quantifies) the need for flexible rental assistance resources for a variety of individuals and households that may not be able to fully take over the rent within established timeframes for rapid rehousing, and who won't likely be prioritized for an ongoing subsidy through our homeless response system. Using HHAP-4 resources to bridge these rental assistance and housing deposit gaps for this population is critical. Shallow subsidies and flexible financial assistance have also been identified as key strategies for achieving greater race equity in recognition that not everyone needs PSH to end their homelessness, and rental assistance/financial supports is key in addressing the economic factors that contribute to someone's homelessness.

How were these decisions to invest HHAP-4 into these activities informed by the planned uses of other state, local, and/or federal funding sources (as documented in the Landscape Analysis in Part I)?
ESG-CV funds were used to support our Project Roomkey Housing Transitions program that provided housing exits to PRK guests through rapid rehousing and bridge housing rental assistance. However, as ESG-CV funds are both exhausted and expiring, there are some individuals who continue to require rental assistance support who have not been able to transition to a longer-term subsidy. HHAP-4 funds will be leveraged to fill those critical gaps as needed. Similarly, HHAP-4 funds are made available to complement the CalAIM Housing Community Supports program for people who are moving into housing and need rental assistance support but are not enrolled in managed care Medi-Cal.

Eligibe Use 2

Eligible Use Category Intended to be Supported with HHAP-4
3. Street outreach

Approximate % of TOTAL HHAP-4 ALLOCATION to be sed on this Eligible Use(%)
13.20%

Approximate % of TOTAL HHAP-4 ALLOCATION to be used under this Eligible Use as part of the Youth Set Aside? (%)

1.90%

Activities to be Supported with HHAP-4
HHAP-4 funds will continue to be used to support two key programs that serve as front doors to our system: 1- street health outreach teams covering 14 zones across the County (each zone serves approximately 500 unsheltered residents with a staffing ratio of approx. 1:140). Services include outreach and engagement, urgent medical triage, and housing services (including CE assessments, housing problem solving, and connection to available resources); and 2) outreach and coordination services through Coordinated Entry Access Points (formerly called Housing Resource Centers). There are currently 12 CE access points countywide, including one specific to TAY. All access points fund staff that provide light-touch outreach and coordination services for everyone in their assigned region, including outreach and engagement, housing problem solving and CE assessments, connection to other resources, and support locating people when a match to a resource becomes available.

How is this a strategic use of HHAP-4 resources that will address needs and gaps within the homelessness response system?
Investment in street outreach teams and Coordinated Enty access points is critical to ensuring a functioning homeless response system that can identify people experiencing homelessness, engage them in the system, triage immediate needs, and maintain contact while working to resolve their homelessness. These teams are essential to ensuring that there is broad access to all available housing resources across the system and to ensure an available touchpoint to the system for everyone experiencing homelessness.

How were these decisions to invest HHAP-4 into these activities informed by the planned uses of other state, local, and/or federal funding sources (as documented in the Landscape Analysis in Part I)?
The programs supported by these HHAP Street Outreach funds serve as another example of how HHAP funds are being braided with other more stable funding sources to ensure everyone can be served. With Street Health Outreach, our Health Care for the Homeless's HRSA grant along with some MHSA comes together to provide a baseline of funding, but it is not sufficient to cover costs for teams operating in all 14 zones, so HHAP funds are leveraged to cover the remaining teams. With the outreach staff at Coordinated Entry Access Points, we have a HUD CoC CES grant that provides annual funding for approximately 25% of total access point expenses, with HHAP contributing specific funding for the outreach services. Previously, our Whole Person Care pilot funded outreach encounters as part of our Coordinated Entry system, but with the end of WPC, HHAP funds were installed to take over this funding.

Eligibe Use 3

Eligible Use Category Intended to be Supported with HHAP-4
4. Services coordination

Approximate % of TOTAL HHAP-4 ALLOCATION to be sed on this Eligible Use(%)
14.60%

Approximate % of TOTAL HHAP-4 ALLOCATION to be used under this Eligible Use as part of the Youth Set Aside? (%)
0.00%

Activities to be Supported with HHAP-4
As with prior rounds of HHAP, HHAP-4 funds continue to be built out to support the local match for CalAIM/Medi-Cal funded housing services for people who are not in managed care. Currently, we have approx. 2,000 people receiving housing navigation and tenancy sustaining services in our system, and have plans to scale up these services in 2023 to over 3,000 people/service slots. Service coordination provided includes navigating people to access available housing, including supporting document

readiness, interviews with landlords, identifying appropriate housing opprtunities, etc. and tenancy sustaining services which focus on housing support plans to increase housing retention and ensure people are connected to their communities and other provision of services as needed to ensure housing stability.

How is this a strategic use of HHAP-4 resources that will address needs and gaps within the homelessness response system?
Approximately 26% of the population thus far is not billable to Medi-Cal because they are either ineligible, have lost connection, or are in Fee for Service which CalAIM doesn't cover. Alameda County set a local intention, aligned with our values, that everyone should have access and consideration for resources, regardless of their insurance status. As such, that means that we prioritize people for housing navigation and tenancy sustaining services based on our housing queue for Coordinated Entry. Those individuals receive service coordination to help them access and maintain housing, regardless of whether they are in managed care. As such, this requires ongoing identification of funds to support these critical funding gaps for services.

How were these decisions to invest HHAP-4 into these activities informed by the planned uses of other state, local, and/or federal funding sources (as documented in the Landscape Analysis in Part I)?
Similar to the description for how this is a strategic use of funds, HHAP dollars are being leveraged with Medi-Cal to ensure funding coverage for everyone receiving services, and the use of HHAP funding in this area is critical for bringing CalAIM and HHIP programs to scale, while acknowledging that not everyone in our homeless system can maintain steady managed care Medi-Cal enrollment.

Eligibe Use 4

Eligible Use Category Intended to be Supported with HHAP-4
5. Systems support

Approximate % of TOTAL HHAP-4 ALLOCATION to be sed on this Eligible Use(%)
11.90%

Approximate % of TOTAL HHAP-4 ALLOCATION to be used under this Eligible Use as part of the Youth Set Aside? (%)
3.20%

Activities to be Supported with HHAP-4
System Support funds continue to be used across a variety of activities, including supportive housing pipeline coordination, CoC infrastructure including our Emerging Leaders Program (supporting people with lived expertise to participate in our CoC), CE data reporting, HMIS infrastructure expansion, and infrastructure support for building out our Youth system of care including direct support for the Youth Advisory Board (YAB).

How is this a strategic use of HHAP-4 resources that will address needs and gaps within the homelessness response system?
Our use of HHAP-4 funds on systems support activities is strategic as it is often the only funding source we have that can be used on infrastructure/capacity/and coordination activities (most of our other funding is restricted to various categories of direct service). As identified in our Home Together Plan, one of our four community goals is to 'strengthen coordination, communication and capacity' in order to effectively administer resources and ensure movement through the system to the identified housing pathways. This goal has been historically underfunded within homeless systems, so we continue to prioritize this use of HHAP to ensure adequate infrastructure to support housing people.

How were these decisions to invest HHAP-4 into these activities informed by the planned uses of

other state, local, and/or federal funding sources (as documented in the Landscape Analysis in Part I)?
As noted, there is not a lot of other funding available for this purpose, so a majority of these system needs have been built into HHAP for the time being. As with the majority of HHAP-funded activities, these funds are often braided with others (e.g. System Support funds for HMIS are paired with local general fund, and HUD CoC grant funding to expand system admin services with our HMIS vendor, build out HMIS trainings, and expand licensure). Because we don't see year over year increases in some of our stable funding such as general fund or HUD grants, the HHAP dollars are leveraged to continue expanding the system and fill in those funding gaps. We continue to apply for HUD CoC expansion grants to provide long-term funding for these efforts, in which case, if funds were awarded, then HHAP dollars could be repurposed to other areas of the system.

Eligibe Use 5

Eligible Use Category Intended to be Supported with HHAP-4
7. Prevention and diversion

Approximate % of TOTAL HHAP-4 ALLOCATION to be sed on this Eligible Use(%)
14.10%

Approximate % of TOTAL HHAP-4 ALLOCATION to be used under this Eligible Use as part of the Youth Set Aside? (%)
0.00%

Activities to be Supported with HHAP-4
As with the previous 3 rounds of HHAP, a significant portion of funds are invested in prevention and diversion activities at the front door of the homeless system, including our Coordinated Entry Access points and 2-1-1 Information and Referral. Each round of HHAP has provided complimentary funding for 1 year of access point contracts to provide prevention/diversion activities including housing problem solving, an activity provided to all residents seeking services prior to enrollment in Coordinated Entry, and paired with flexible financial assistance as needed.

How is this a strategic use of HHAP-4 resources that will address needs and gaps within the homelessness response system?
One of the greatest needs of our system is being able to rapidly resolve someone's homelessness at the front door of the system, or prevent their homelessness through problem solving activities and the administration of one-time flexible financial assistance. Our goal is to build out this practice with more access points to the system so that we don't automatically assess and enroll people in Coordinated Entry where we know housing exits are limited and prioritized for those with the highest needs. If we can provide rapid resolution, then our crisis and housing queues won't be as long and our need for shelter will also decrease.

How were these decisions to invest HHAP-4 into these activities informed by the planned uses of other state, local, and/or federal funding sources (as documented in the Landscape Analysis in Part I)?
As most other funding resources are tied to interim housing/permanent housing/supportive services, HHAP is one of the few sources that supports front-door activities that compliment the federal HUD funding for Coordinated Entry, allowing those funds to support foundational CE requirements, while HHAP allows for expansion of those services to build out the role of access points in our system.

Eligibe Use 6

Eligible Use Category Intended to be Supported with HHAP-4

8. Interim sheltering (new and existing)

Approximate % of TOTAL HHAP-4 ALLOCATION to be sed on this Eligible Use(%)
22.40%

Approximate % of TOTAL HHAP-4 ALLOCATION to be used under this Eligible Use as part of the Youth Set Aside? (%)
5.00%

Activities to be Supported with HHAP-4
Previously, we utilized operating subsidies to support interim housing projects in partnership with our 14 city jurisdictions, providing funds in this category to each city based on their proportion of the homeless population using PIT Count data. With the addition of the Interim Sheltering Category in HHAP-3, we shifted the majority of this funding to this category to more adequately match the intended uses and provide flexibility in supporting the variety of interim housing projects in each region. Funds will continue to support many of the same projects supported in earlier rounds, including navigation centers, tiny homes, safe parking sites, and emergency shelter. We continue to meet with our city partners for planning and coordination. There is also a new TAY shelter slated for opening in Spring 2023 (operator: Covenant House) that will continue to receive HHAP youth funds to support this critical project.

How is this a strategic use of HHAP-4 resources that will address needs and gaps within the homelessness response system?
As discussed in Table 4 Outcome Goals, our Home Together Plan calls for new funding to provide a temporary surge of shelter to address the unsheltered crisis in our community. We believe this surge could be temporary in that once the system has enough permanent housing to exit to, the need for shelter will decrease. Our Home Together Plan calls for an addition of 1,625 shelter units over the next two years to help address the current unsheltered population. While HHAP-4 funds will only sustain for a year the projects the interim housing that has been brought online the past few years through today, these funds are critical to maintain that inventory and allow for expansion in cities that are proposing new projects.

How were these decisions to invest HHAP-4 into these activities informed by the planned uses of other state, local, and/or federal funding sources (as documented in the Landscape Analysis in Part I)?
Other funding will need to be identified to pair with HHAP funds to support new interim housing projects that have come online, including some cities that are braiding HHAP with city general funds. As our federal HUD CoC package has shifted substantially over the years away from funding shelter and transitional housing (in favor of bringing on more PSH and RRH), ongoing stable funding for interim housing is one of our system's biggest gaps. The County's Social Services Agency provides a bed night rate to longstanding shelter programs using County General Fund, and we continue to partner with them in the hopes of expanding the County's local funds to support additional beds and higher bed night rates to make shelter budgets whole.

Table 7. Demonstrated Need

# of available shelter beds
3,229

# of people experiencing unsheltered homelessness in the homeless point-in-time count

7,135

Shelter vacancy rate (%) in the summer months
52.00%

Shelter vacancy rate (%) in the winter months
36.00%

% of exits from emergency shelters to permanent housing solutions
36.00%

Describe plan to connect residents to permanent housing.
Shelter vacancy rates continue to be artificially high due to maintaining pre-COVID inventory levels in HMIS/HIC (per discussion with HUD) even though up to 50% of beds in existing congregate shelter sites have been offline since COVID decompression and temporary facility closures began in 2020 (many programs have not yet returned to their full capacity at pre-COVID levels). Inventory/total beds were not reduced in our HIC per community decision, so vacancy rates reflect all of the beds that remain unavailable in congregate settings. Since this may end up being a long-term situation, our CoC will revisit whether to remove those beds from HMIS in the future, so that are occupancy rates don't appear artifically low compared to actual available inventory. Also impacting the vacancy rate is the fact that we still have some shelter programs where people coming in are not reflected through the Coordinated Entry crisis queue and aren't recorded in HMIS. We would like to see all shelters enrolled in HMIS and using CE, but there are still a few whose inventory is added manually to the HIC/HMIS bed inventory, but utilization isn't captured there. These are usually privately-funded/faith-based programs that in the absence of County funding don't have the same program requirements.

The goals for use of HHAP funds is to support more non-congregate shelter options that can offset beds no longer in use, as well as increase interim housing in general, beyond existing levels. Shelter residents are connected to our Coordinated Entry system- those interested in crisis resources are put in the crisis queue which is used to fill shelter and other interim housing beds, and those who screen as high priority are assessed further for matching to permanent housing. Most new interim housing programs coming online include flexible funding/exit resources in their program budgets to support housing exits for those who aren't prioritized for a housing subsidy through CE. The community's goal in bringing on more non-congregate shelter, as discussed in our Home Together 2026 Community Plan, is to invest in sites that can eventually be converted to permanent housing (the Roomkey to Homekey model) with an assumption that resources for unsheltered homelessness will eventually decrease over our 5 year plan as we increase exits to permanent housing. Our System Modeling plans for a one-time shelter surge (which, if funded, would add 1,625 shelter units temporarily to our system) to address the current large numbers of unsheltered people, while housing capacity is built up in parallel.

Eligibe Use 7

Eligible Use Category Intended to be Supported with HHAP-4
10. Administrative (up to 7%)

Approximate % of TOTAL HHAP-4 ALLOCATION to be sed on this Eligible Use(%)	Approximate % of TOTAL HHAP-4 ALLOCATION to be used under this Eligible Use as part of the Youth Set Aside? (%)
4.50%	0.00%

Activities to be Supported with HHAP-4
Administrative/indirect expenses including contracting, finance, IT, and administrative staff costs for positions that support contracting with HHAP funds.

How is this a strategic use of HHAP-4 resources that will address needs and gaps within the homelessness response system?
Use of funds to cover administrative expenses is required to effectively administer any grant program and funding for any program of this size. We administer approximately 50 contracts each year that include HHAP funding. If we don't adequately support staff capacity and infrastructure to administer funds at this scale, then we risk not being able to utilize the funding within the given timeframes.

How were these decisions to invest HHAP-4 into these activities informed by the planned uses of other state, local, and/or federal funding sources (as documented in the Landscape Analysis in Part I)?
Our use of admin/indirect funds has been fairly consistent across all revenue sources regardless of the origin, as required to administer the associated funding and provide program oversight and contract monitoring and evaluation as well as required grant reporting.

Question 2

Please describe how the planned investments of HHAP-4 resources and implementation of the activities to be supported will:

Help drive progress toward achievement of the Outcome Goals and Goals for Underserved Populations and Populations Disproportionately Impacted by Homelessness (as identified in Part II above):
Planned investments of HHAP-4 funds include continued support in a few key areas of our homeless system, most notably Coordinated Entry access points, street health outreach teams, housing support services (housing navigation and tenancy sustaining services), and regional interim housing projects (these represent the majority of funding, although there are other critical activities supported by these funds). Each of these programs contributes significantly to overall system performance and outcome projections during the goal-setting process. Coordinated Entry access points and their associated prevention/diversion/outreach activities directly impact goals such as 1b and 6 (unsheltered homelessness and successful placements from outreach) since resources at the front door of the system can help connect people to shelter, and housing through problem solving and financial assistance, thereby impacting exits to housing (#3), and length of time in the system (#4). Continued support of access points is critical to ensuring flow through the system. Similarly, funding for our street health outreach teams impacts these same goal areas as another essential front door to the system (impacting unsheltered homelessness, successful placements, and housing exits). Our housing services/coordination programs have direct impact in two key goal areas: providing housing navigation supports consumers with housing exits to supportive housing prioritized for those with the most barriers to housing (although these aren’t necessarily captured in the methodology for goal 3 since they stay enrolled in a PSH project) and supporting housing retention (and therefore preventing returns to homelessness) for those prioritized for PSH and receiving ongoing tenancy sustaining services. We currently provide housing navigation and tenancy sustaining services to approximately 2,000 people and hope to expand services to over 3,000 in 2023.

Help address racial inequities and other inequities in the jurisdiction’s homelessness response

system:
Our Coordinated Entry system was redesigned the last few years to make key changes in response to system inequities with race, particularly Black or African American people experiencing homelessness (11% in the general population versus 54% in the County's homeless system). As mentioned above, HHAP is a key funding source for our CE access points as well as street health outreach teams. The design and expansion of all access points as well as street health outreach teams and the associated CE workflows/functions they provide are meant to address the overrepresentation of Black or African American people experiencing homelessness in our County by ensuring more neighborhood-based access points, adding and eliminating assessment questions based on how the assessment tool behaved in response to different racial groups, and adding more resources and 'up front' housing problem solving and flexible funding to specifically address economic barriers to homelessness that were identified by our BIPOC populations with lived expertise.

Be aligned with health and behavioral health care strategies and resources, including resources of local Medi-Cal managed care plans:
Our HHAP-4 funding plan aligns well with the homeless system investments that our Medi-Cal managed care plans have made through HHIP and CalAIM. For example, HHIP funds are being used to incentivize provider capacity building by funding gaps in provider costs to recruit, hire, train, and onboard staff who can then build up to a full caseload for CalAIM Housing Community Supports. The HHIP funds support capacity-building for CalAIM, while HHAP funds are leveraged to cover services for the portion of our homeless population that are not eligible or enrolled in managed care (currently at 26% in our community although efforts are underway to lower this number as more people become eligible for managed care). There are also some service coordination expenses incurred by providers for housing navigation and tenancy sustaining services that are not covered through CalAIM billing that are supported with HHAP funding (e.g. housing deposits, back rent, utility start-up, etc. totaling above $5,000; furniture and household items needed for move-in). Similarly, we are working in close partnership with our managed care plans (MOUs that detail our work together under HHIP are currently being finalized) to develop a Medi-Cal billable model for some of the services provided by street health outreach teams, as they are not a covered part of CalAIM ECM or Community Supports. However, not all of their services can be transitioned to a billing structure, and HHAP-4 will fund those portions that cannot.

Support increased exits to permanent housing among people experiencing homelessness:
As previously mentioned, Alameda County has a large CalAIM Housing Community Supports program and chose to operate this program with local match funding as well to ensure everyone can be served based on CE priority, not based on who happens to be a managed care plan member. The HHAP funds that support additional housing navigation in our County directly impact the number of people that can access housing opportunities through our system. We have found that if people don't have an assigned navigator working with them, then even if a housing opportunity is made available, the majority of the time they are unable to access it on their own, due to the extensive documentation, paperwork, landlord interviews, etc. that are required to secure a unit. Ensuring services and coordination helps people move through the system much quicker than without that support. We have also seen that a lot of our interim housing programs have stronger exits to housing than for people who are living on the streets, reinforcing the use of HHAP-4 funds to support regional interim housing projects that can 'hold' people and work with them on housing exit plans with greater success. Furthermore, although it's been discussed throughout our application, the use of HHAP funds toward CE access points includes funding the housing problem solving, and flexible financial assistance provided at the front door to our system. We are hopeful that by providing more of this type of intervention, we can more quickly return people to housing who don't require more intensive system resources.

HHAP-4 funds also continue to support system resources for coordinating our supportive housing pipeline and working in close partnership with the City of Oakland specifically on their homeless housing pipeline. Coordination of these projects coming online as well as the site-based services provided by the County will continue to support housing exits and are a key component of our Home Together 2026 Community Plan

(to strengthen this type of collaboration and coordination through mutual tracking of data and outcomes related to housing development).

Certification

I certify that all information included in this Application is true and accurate to the best of my knowledge.
Yes

Table 1. Landscape Analysis of Needs and Demographics		
	People Experiencing Homelessness	Source and Date Timeframe of Data
Population and Living Situations		
TOTAL # OF PEOPLE EXPERIENCING HOMELESSNESS	21511	APR County FY (CFY) 2021-2022
# of People Who are **Sheltered** (ES, TH, SH)	2612	2022 PIT Count
# of People Who are **Unsheltered**	7135	2022 PIT Count
Household Composition		
# of Households **without Children**	16067	APR CFY 2021-2022
# of Households with **At Least 1 Adult & 1 Child**	1247	APR CFY 2021-2022
# of Households with **Only Children**	113	APR CFY 2021-2022
Sub Populations and Other Characteristics		
# of Adults Who are Experiencing **Chronic Homelessness**	6605	APR CFY 2021-2022
# of Adults Who are Experiencing **Significant Mental Illness**	8125	APR CFY 2021-2022
# of Adults Who are Experiencing **Substance Abuse** Disorders	4053	APR CFY 2021-2022
# of Adults Who are **Veterans**	1237	APR CFY 2021-2022
# of Adults with **HIV/AIDS**	453	APR CFY 2021-2022
# of Adults Who are **Survivors of Domestic Violence**	3107	APR CFY 2021-2022
# of **Unaccompanied Youth (under 25)**	101	APR CFY 2021-2022
# of **Parenting Youth (under 25)**	147	APR CFY 2021-2022
# of People Who are **Children of Parenting Youth**	184	APR CFY 2021-2022
Gender Demographics		
# of **Women/Girls**	9680	APR CFY 2021-2022
# of **Men/Boys**	11125	APR CFY 2021-2022
# of People Who are **Transgender**	85	APR CFY 2021-2022
# of People Who are **Gender Non-Conforming**	57	APR CFY 2021-2022
Ethnicity and Race Demographics		
# of People Who are **Hispanic/Latino**	3621	APR CFY 2021-2022
# of People Who are **Non-Hispanic/Non-Latino**	17087	APR CFY 2021-2022
# of People Who are **Black or African American**	11793	APR CFY 2021-2022
# of People Who are **Asian**	526	APR CFY 2021-2022
# of People Who are **American Indian or Alaska Native**	737	APR CFY 2021-2022
# of People Who are **Native Hawaiian or Other Pacific Islander**	336	APR CFY 2021-2022
# of People Who are **White**	5529	APR CFY 2021-2022
# of People Who are **Multiple Races**	1477	APR CFY 2021-2022

If data is not available, please input N/A in the cell and explain why the data is not available below:

Table 2. Landscape Analysis of People Being Served									
	Permanent Supportive Housing (PSH)	Rapid Rehousing (RRH)	Transitional Housing (TH)	Interim Housing or Emergency Shelter (IH / ES)	Diversion Services and Assistance (DIV)	Homelessness Prevention Services & Assistance (HP)	Outreach and Engagement Services (O/R)	Other: Coordinated Entry	Source(s) and Timeframe of Data
Household Composition									
# of Households **without Children**	2078	1999	788	4271	3539	319	3770	5384	APR County FY (CFY) 2021-2022
# of Households with **At Least 1 Adult & 1 Child**	231	377	81	255	364	4	20	504	APR CFY 2021-2022
# of Households with **Only Children**	2	1	2	84	1	0	18	2	APR CFY 2021-2022
Sub-Populations and Other Characteristics									
# of Adults Who are Experiencing **Chronic Homelessness**	1531	1071	364	1921	2331	10	2053	3533	APR CFY 2021-2022
# of Adults Who are Experiencing **Significant Mental Illness**	1774	870	398	1245	2197	43	1827	3354	APR CFY 2021-2022
# of Adults Who are Experiencing **Substance Abuse** Disorders	905	400	171	717	1237	10	1044	1910	APR CFY 2021-2022
# of Adults Who are **Veterans**	225	528	97	165	122	144	131	210	APR CFY 2021-2022
# of Adults with **HIV/AIDS**	166	50	19	56	112	0	60	174	APR CFY 2021-2022
# of Adults Who are **Survivors of Domestic Violence**	609	377	165	502	1175	26	535	1755	APR CFY 2021-2022
# of **Unaccompanied Youth (under 25)**	41	100	172	361	237	12	731	419	APR CFY 2021-2022
# of **Parenting Youth (under 25)**	0	35	35	0	59	0	1	77	APR CFY 2021-2022
# of People Who are **Children of Parenting Youth**	0	43	44	34	81	0	1	101	APR CFY 2021-2022
Gender Demographics									
# of **Women/Girls**	1418	1432	384	2056	2121	139	1558	3153	APR CFY 2021-2022
# of **Men/Boys**	1650	1878	629	3221	2407	195	2200	3627	APR CFY 2021-2022
# of People Who are **Transgender**	18	10	6	22	11	3	20	24	APR CFY 2021-2022
# of People Who are **Gender Non-Conforming**	2	5	12	16	14	2	14	28	APR CFY 2021-2022
Ethnicity and Race Demographics									
# of People Who are **Hispanic/Latino**	459	566	179	947	849	42	670	1200	APR CFY 2021-2022
# of People Who are **Non-Hispanic/Non-Latino**	2623	2752	837	4252	3558	293	3139	5437	APR CFY 2021-2022
# of People Who are **Black or African American**	1656	1897	639	2796	2389	236	2092	3753	APR CFY 2021-2022
# of People Who are **Asian**	79	69	23	152	108	8	81	162	APR CFY 2021-2022
# of People Who are **American Indian or Alaska Native**	90	90	42	202	138	16	166	218	APR CFY 2021-2022
# of People Who are **Native Hawaiian or Other Pacific Islander**	45	48	21	106	95	3	70	116	APR CFY 2021-2022
# of People Who are **White**	915	943	203	1450	1276	61	1130	1783	APR CFY 2021-2022
# of People Who are **Multiple Races**	298	264	85	331	292	10	247	457	APR CFY 2021-2022

If data is not available, please input N/A in the cell and explain why the data is not available below:

Table 3. Landscape Analysis of State, Federal and Local Funding

Funding Program *(choose from drop down opt ons)*	Fiscal Year *(se ec al hat apply)*	Total Amount Invested into Homelessness Interventions	# of Vouchers *(f appl cable)*	Funding Source*	Intervention Types Supported with Funding *(select all that apply)*		Brief Description of Programming and Services Provided	Populations Served *(please x the appropr ate popu at on[s])*								
										TARGETED POPULATIONS *(please "x" all that apply)*							
Bringing Families Home (BFH) - via CDSS	FY 2021-2022	$ 887,778.00		State Agency	Rental Assistance/Rapid Rehousing		Funds awarded in FY 21/22 ($2,663,334) to Alameda County's Social Services Agency through the children's welfare system. Funds estimated to be spent evenly over the 3-year grant term (through FY 23/24).		ALL PEOPLE EXPERIENCING HOMELESSNESS		People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
	FY 2022-2023	$ 887,778.00			Systems Support Activities						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
	FY 2023-2024	$ 887,778.00									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (Families with Minor children)	
		$ -														
CalAIM Community Supports (In Lieu of Services) - via DHCS	FY 2021-2022	$ 11,255,660.00	n/a	State Agency	Permanent Supportive and Service-Enriched Housing		Primarily PSH - services, with some Housing Navigation. More than half is for tenancy sustaining services to support people more long-term with housing retention once housed. The projected increase in funds each year is to reflect growing capacity to serve more people over time.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS *(please "x" all that apply)*						
	FY 2022-2023	$ 11,255,660.00	n/a							x	People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
	FY 2023-2024	$ 14,632,358.00	n/a								People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
	FY 2024-2025	$ 19,022,065.00	n/a								People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)	
California COVID-19 Rent Relief Program - via HCD	FY 2021-2022	$ 53,000,000.00		State Agency	Rental Assistance/Rapid Rehousing		Includes amounts allocated to the County, and cities of Fremont and Oakland. Not all funds supported individuals who were likely to become homeless if they lost their housing. These are 1x funds expected to be fully expended within the fiscal year.		ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS *(please "x" all that apply)*						
		$ -			Administrative Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
		$ -									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (at risk of homelessness)	
CalWORKs Housing Support Program (HSP) - via CDSS	FY 2021-2022	$ 9,129,463.00		State Agency	Rental Assistance/Rapid Rehousing		RRH and Supportive Services for families on CalWORKS - RRH rental assistance (60%) to RRH services (40%). Funds are projected based on renewable/base grant amounts.		ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS *(please "x" all that apply)*						
	FY 2022-2023	$ 9,129,463.00			Systems Support Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
	FY 2023-2024	$ 9,129,463.00			Administrative Activities						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
	FY 2024-2025	$ 9,129,463.00									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (*Families with Minor children*)	
Community Care Expansion - via CDSS	FY 2022-2023	$ 37,239,855.98		State Agency	Permanent Supportive and Service-Enriched Housing		Residential care options for seniors and adults with disabilities. Funds support acquisition, rehab, and construction of adult and senior care facilities, community-based residential care facilities, including PSH and recuperative care sites, for a total of 5 projects with estimated project budgets/timelines. The largest projects are BACS ($19.4M) and APC ($15.5M) where it's anticipated funds will be used this FY for acquisition.		ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS *(please "x" all that apply)*						
	FY 2023-2024	$ 2,330,894.83			Systems Support Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
	FY 2024-2025	$ 1,661,983.38									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (Seniors, Adults w/ disabilities)	
Community Development Block Grant (CDBG) - via HUD	FY 2021-2022	$ 337,221.00		Federal Agency	Permanent Supportive and Service-Enriched Housing		Renewable CDBG funds currently used across several different interventions, including facility enhancements, to support people experiencing homelessness, people at risk, seniors, and people who are homeless with HIV/AIDS. Amounts estimated based on current annual allocation.		ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS *(please "x" all that apply)*						
	FY 2022-2023	$ 337,221.00			Outreach and Engagement						People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
	FY 2023-2024	$ 337,221.00			Systems Support Activities						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
	FY 2024-2025	$ 337,221.00			Interim Housing/ Congregate/ Non-Congregate Shelter						People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (seniors, homeless w/ HIV/AIDS, homeless, low-income)	
Community Development Block Grant - CV (CDBG-CV) - via HUD	FY 2021-2022	$ 10,000,000.00		Federal Agency	Permanent Supportive and Service-Enriched Housing		1x funds used to support both Homekey sites awarded to Alameda County ($5M each) in FY 21/22 only.	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS *(please "x" all that apply)*						
		$ -								x	People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
		$ -									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)	
Continuum of Care Program (CoC) - via HUD	FY 2021-2022	$ 39,150,229.00		Federal Agency	Systems Support Activities	Interim Housing/ Congregate/ Non-Congregate Shelter	The HUD CoC grants focus primarily on PSH rental assistance (and accompanying services) for formerly homeless households already in housing, with some funding focused on RRH and TH, including some grants with specific subpopulations of focus.	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS *(please "x" all that apply)*						
	FY 2022-2023	$ 40,087,543.00			Administrative Activities					X	People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
	FY 2023-2024	$ 40,087,543.00			Permanent Supportive and Service-Enriched Housing						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
	FY 2024-2025	$ 40,087,543.00			Rental Assistance/Rapid Rehousing						People Exp **Substance Abuse Disorders**	X	Unaccompanied Youth	X	Other (gender-based violence)	
Emergency Housing Vouchers (EHVs) - via HUD	FY 2021-2022	$ 61,714,285.00	875	Federal Agency	Permanent Supportive and Service-Enriched Housing		Rental assistance subsidies administered through partnering housing authorities for people experiencing homelessness. People exiting Project Roomkey hotels were prioritized for vouchers, along with set-aside subsidies for survivors of gender-based violence and youth. Funds represent estimated value of rental assistance vouchers at average unit/household size, although tenant contributions will vary. Decreasing value represents some attrition whereby voucher will turnover	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	TARGETED POPULATIONS *(please "x" all that apply)*						
	FY 2022-2023	$ 57,499,199.33	*815*								People Exp **Chronic Homelessness**		Veterans		Parenting Youth	
	FY 2023-2024	$ 54,727,737.93	*776*								People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth	
	FY 2024-2025	$ 53,085,905.79	*753*								People Exp **Substance Abuse Disorders**	X	Unaccompanied Youth	X	Other (gender-based violence)	
	FY 2021-2022	$ 11,498,000.00			Rental Assistance/Rapid Rehousing		The bulk of ESG-CV funds were used to support exits from Project Roomkey Safer Ground sites to permanent housing in the community. In	X		TARGETED POPULATIONS *(please "x" all that apply)*						

Emergency Solutions Grants - CV (ESG-CV) - via HCD	FY 2022-2023	$ 250,000.00		State Agency	Interim Housing/ Congregate/ Non-Congregate Shelter		to permanent housing in the community. In most instances, ESG-CV funds bridge housing to PSH, and the emergency housing vouchers specifically. For those that cannot transition to EHV or other PSH opportunities, the ESG-CV funds will be backfilled with other sources to provide ongoing subsidies. State ESG-CV funds also funded Shelter Operations for Project Roomkey site expenses not reimbursable by other sources.		ALL PEOPLE EXPERIENCING HOMELESSNESS		People Exp **Chronic Homelessness**		Veterans		Parenting Youth
		$ -			Administrative Activities						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (High risk of complications to COVID population, including seniors)
Emergency Solutions Grants - CV (ESG-CV) - via HUD	FY 2021-2022	$ 5,419,334.00		Federal Agency	Rental Assistance/Rapid Rehousing		The bulk of ESG-CV funds were used to support exits from Project Roomkey Safer Ground sites to permanent housing in the community. In most instances, ESG-CV funds bridge housing to PSH, and the emergency housing vouchers specifically. For those that cannot transition to EHV or other PSH opportunities, the ESG-CV funds will be backfilled with other sources to provide ongoing subsidies. State ESG-CV funds also funded Shelter Operations for Project Roomkey site expenses not reimbursable by other sources.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 350,000.00			Administrative Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
		$ -									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (High risk of complications to COVID population, including seniors)
Emergency Solutions Grants (ESG) - via HUD	FY 2021-2022	$ 185,092.00		Federal Agency	Interim Housing/ Congregate/ Non-Congregate Shelter		Federal ESG funds are used to support emergency shelter and provide rental assistance via RRH programs that are attached to shelter as potential exit strategies.	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 185,092.00			Rental Assistance/Rapid Rehousing						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024	$ 185,092.00			Administrative Activities						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
	FY 2024-2025	$ 185,092.00									People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Emergency Solutions Grants (ESG) - via HCD	FY 2021-2022	$ 365,315.00		State Agency	Interim Housing/ Congregate/ Non-Congregate Shelter		State ESG funds are used to support emergency shelter and provide rental assistance via RRH programs that are attached to shelter as potential exit strategies.	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 365,315.00			Rental Assistance/Rapid Rehousing						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024	$ 365,315.00			Administrative Activities						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
	FY 2024-2025	$ 365,315.00									People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Encampment Resolution Funding - via Cal ICH	FY 2021-2022	$ -		State Agency	Interim Housing/ Congregate/ Non-Congregate Shelter		Round 1 funds awarded to City of Oakland to address the Wood Street encampment on Caltrans property. Funds are meant to support encampment services, operations, and development. The response model includes outreach services, building a new community cabin site (up to 100 beds), and navigation services to help people transition from the cabins (interim housing) to permanent housing in the community. Beds will be brought on in 2 cohorts of 50, spanning calendar year 2023.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 2,365,650.00			Outreach and Engagement						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024	$ 2,365,650.00									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (unsheltered/encampment residents)
Family Homelessness Challenge Grants - via Cal ICH	FY 2022-2023	$ 2,001,152.00		State Agency	Interim Housing/ Congregate/ Non-Congregate Shelter		Grant awarded to City of Oakland. Will create 17 units of additional transitional housing for families. Amount was allocated in FY 21/22, but funds intend to be spent in FY 22/23 to the best of our knowledge.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
		$ -									People Exp **Chronic Homelessness**		Veterans		Parenting Youth
		$ -									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (Families with Minor Children)
FEMA Public Assistance Program Category B - via FEMA	FY 2021-2022	$ 19,450,474.00		Federal Agency	Interim Housing/ Congregate/ Non-Congregate Shelter		Estimate only based on 1x amount billed (and there are no plans to bill further). Funds are to reimburse activities during FY 21/22. No FEMA funds for Project Roomkey have been received to date, and there may be additional funds discounted. Expenses billed to FEMA include PRK hotel leases, nursing and caregiving costs, security, and transportation. Not included is shelter operator contracts which aren't FEMA-reimbursable and have		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
		$ -			Systems Support Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
		$ -									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (high vulnerability to COVID)
HOME Program - via HCD	FY 2021-2022	$ 550,000.00		State Agency	Rental Assistance/Rapid Rehousing		HOME funds used for tenant-based rental assistance in FY 21/22. Future uses may change.Amounts estimated for future fiscal years based on current annual award amount. Not all funds will support individuals experiencing homelessness (includes at-risk populations, including low and very low income families.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 550,000.00			Administrative Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024	$ 550,000.00									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
	FY 2024-2025	$ 550,000.00									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (at risk of homelessness; low and very low-income households)
HOME Program - via HUD	FY 2021-2022	$ 3,303,811.00		Federal Agency	Rental Assistance/Rapid Rehousing		HOME Pgm award $3,303,811: Approximately $500,000 for TBRA; $330,000 admin and the rest ($2,473,811) rental housing development		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 3,303,811.00			Administrative Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024	$ 3,303,811.00			Permanent Supportive and Service-Enriched Housing						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
	FY 2024-2025	$ 3,303,811.00									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	x	Other (at risk of homelessness; low and very low-income households)
Home Safe - via CDSS	FY 2021-2022	$ 598,511.83		State Agency	Systems Support Activities		Provides short-term supports, case management, and housing navigation assistance to prevent homelessness among APS clients, victims in cases of		ALL PEOPLE EXPERIENCING	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 1,496,279.58			Rental Assistance/Rapid Rehousing						People Exp **Chronic Homelessness**		Veterans		Parenting Youth

	FY 2023-2024	$ 1,496,279.60		State Agency	Diversion and Homelessness Prevention		among APS clients, victims in cases of fraud, abuse, or self-neglect, and at risk of housing insecurity. Administered by County Social Services Agency.		EXPERIENCING HOMELESSNESS		People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (APS clients including older adults)
Homekey (via HCD)	FY 2021-2022	$ 2,006,686.00		State Agency	Permanent Supportive and Service-Enriched Housing		$75,519,074 awarded to jurisdictions w/in AC. Of the County's award, $2,496,000 used for operating subsidies; $27,049,500 in capital awards used to purchase sites in FY 2020/2021. Utilizing Homekey R1, 2 to purchase hotels as well as scattered side residential homes to convert to perm. shared housing. Interim Housing is provided in the meantime, with a plan for those residents to stay as the site is converted to housing in the near future.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 417,771.00			Interim Housing/ Congregate/ Non-Congregate Shelter						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
		$ -									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Homeless Housing, Assistance and Prevention Program (HHAP) - via Cal ICH	FY 2021-2022	$ 26,962,930.80		State Agency	Administrative Activities	Outreach and Engagement	Funds revised to reflect first three rounds of funding allocated to County/CoC/City of Oakland ($102.9M total). Funds per fiscal year reflect best estimates of spending (most county contracts supported by HHAP are not on a fiscal year). Due to the one-time nature and end of whole person care and HEAP, most of these funds have continued expanding critical countywide services. They've also been leveraged as part of palnned CE access point expansion, with housing problem solving.	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 37,614,155.81			Interim Housing/ Congregate/ Non-Congregate Shelter	Systems Support Activities					People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024	$ 33,897,024.60			Diversion and Homelessness Prevention						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
	FY 2024-2025	$ 3,197,508.00			Permanent Supportive and Service-Enriched Housing						People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Housing and Disability Advocacy Program (HDAP) - via CDSS	FY 2021-2022	$ -		State Agency	Permanent Supportive and Service-Enriched Housing		HDAP funds include some renewable funds and some competitively awarded (1x). Funds support a flexible housing subsidy pool to secure long-term subsidies and placements for HDAP clients (therefore use of funds is loosely estimated based on housing projects supported); benefits advocacy, housing support and navigation for clients awaiting PSH.	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 4,759,823.00			Interim Housing/ Congregate/ Non-Congregate Shelter						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024	$ 8,938,404.00			Outreach and Engagement						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
	FY 2024-2025	$ 3,723,290.00			Systems Support Activities						People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Housing and Homelessness Incentives Program - via DHCS	FY 2022-2023	$ 775,000.00		State Agency	Systems Support Activities	Outreach and Engagement	One-time Investment funding from Alameda County's 2 MCPs to support homeless system strategies tied to achieving HHIP measures. Each MCP has a different timeline for paying out on deliverables, but expected revenue is budgeted for activities between the two fiscal years indicated.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2023-2024	$ 15,555,000.00			Administrative Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
		$ -			Interim Housing/ Congregate/ Non-Congregate Shelter						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
		$ -			Permanent Supportive and Service-Enriched Housing						People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Local General Fund	FY 2021-2022	$ 27,800,000.00		Local Agency	Interim Housing/ Congregate/ Non-Congregate Shelter	Administrative Activities	All budgeted county funds must be spent during the fiscal year for which they are allocated. Therefore, all FY 21/22 funds represented here are for FY 21/22 activities only. Future allocations dependent on the Board of Supervisors will also be for activities/contracts in that fiscal year only. Emergency Shelters ($7,172,995) + Transitional Housing & Support Services	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ -			Rental Assistance/Rapid Rehousing						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024	$ -			Outreach and Engagement						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
County of Alameda	FY 2024-2025	$ -			Systems Support Activities						People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
No Place Like Home (NPLH) - via HCD	FY 2021-2022	$ 16,333,387.75		State Agency	Permanent Supportive and Service-Enriched Housing		Represents Rounds 3 and 4 of funding, which support 9 housing projects. Therefore use of funds is loosely estimated as individual project timelines and budgets are still being finalized. Funds will be issued as deferred payment loans to developers working in conjunction with counties to acquire, design, construct, rehabilitate, and preserve PSH.	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 16,333,387.75									People Exp **Chronic Homelessness**		Veterans		Parenting Youth
	FY 2023-2024	$ 16,333,387.75								x	People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
	FY 2024-2025	$ 16,333,387.75									People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Project Roomkey and Rehousing - via CDSS	FY 2021-2022	$ 11,792,317.00		State Agency	Interim Housing/ Congregate/ Non-Congregate Shelter		PRK funds used to support non-congregate shelter operations for our hotel sites throughout the pandemic,as well as services to help rehouse those hotel guests into permanent housing in the community. Specific set asides have also supported services for those PRK guests who are part of our TAY system as well as those impacted by gender-based violence.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2022-2023	$ 200,000.00			Diversion and Homelessness Prevention						People Exp **Chronic Homelessness**		Veterans		Parenting Youth
		$ -			Rental Assistance/Rapid Rehousing						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
Grant Round 2		$ -			Systems Support Activities						People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (high vulnerability to COVID)
Providing Access and Transforming Health (PATH) Initiative - via DHCS	FY 2021-2022	$ 273,692.00		State Agency	Outreach and Engagement		PATH funds are budgeted for the year in which they are expended, and support chronically homeless adults, with SMI and high needs as defined by Alameda County's CoC. PATH dollars support costs associated with operating a housing navigation team for individuals with SMI that are chronically homeess and high need. The team focuses on high priority individuals with housing case management/housing navigation until		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
		$ -			Systems Support Activities						X People Exp **Chronic Homelessness**		Veterans		Parenting Youth
		$ -									X People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Local General Fund	FY 2021-2022	$ 18,342,989.00		Local Agency	Systems Support Activities	Permanent Supportive and Service-Enriched Housing	Amount based off of prior fiscal year funding allocations from all 14 cities in Alameda County. Similar to County General Funds, City General Funds are typically allocated for the year in which they are to be expended and wouldn't expect to rollover.	X	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
		$ -			Administrative Activities	Diversion and Homelessness Prevention					People Exp **Chronic Homelessness**		Veterans		Parenting Youth
		$ -			Interim Housing/ Congregate/ Non-Congregate Shelter	Outreach and Engagement					People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth
City General Funds		$ -			Rental Assistance/Rapid Rehousing						People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*please enter here*)
Other (enter funding source under dotted line)	FY 2022-2023	$ 6,700,000.00		Federal Agency	Systems Support Activities		RRH/TH + Peer Navigation + CES Youth Access + HMIS. Amounts shown are based on when funds are planned to be expended for this two-year grant.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)				
	FY 2024-2025	$ 3,350,000.00			Rental Assistance/Rapid Rehousing						People Exp **Chronic Homelessness**		Veterans	x	Parenting Youth
		$ -			Diversion and Homelessness Prevention						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth

Youth Homelessness Demonstration Program		$ -			Outreach and Engagement				ALL PEOPLE EXPERIENCING HOMELESSNESS		People Exp **Substance Abuse Disorders**	x	Unaccompanied Youth	x	Other (*Transition Age Youth*)				
Other (enter funding source under dotted line)	FY 2021-2022	$ 1,000,000.00		Local Agency	Rental Assistance/Rapid Rehousing		Augments CalWORKS HSP grant, for families in HSP living in Oakland, and is an annual budget subject to continued agreement and fund availability with OHA.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)									
		$ -									People Exp **Chronic Homelessness**		Veterans		Parenting Youth				
		$ -									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth				
Oakland Housing Authority		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	x	Other (*Families with Children*)				
Other (enter funding source under dotted line)	FY 2021-2022	$ 13,187,513.00		State Agency	Administrative Activities		OHCC, in partnership with Alameda County Behavioral Health, oversees MHSA-funded programs for people who are homeless + SMI, including shelter beds, permanent supportive housing rental subsidies and units, and outreach and navigation services. Funds shown are for annual fiscal year expenditures, and may be renewed subject to annual MOU renewal and fund availability.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)									
	FY 2022-2023	$ 13,187,513.00			Interim Housing/ Congregate/ Non-Congregate Shelter						People Exp **Chronic Homelessness**		Veterans		Parenting Youth				
	FY 2023-2024	$ 13,187,513.00			Permanent Supportive and Service-Enriched Housing						People Exp **Severe Mental Illness**	x	People Exp **HIV/ AIDS**		Children of Parenting Youth				
MHSA (Mental Health Services Act)	FY 2024-2025	$ 13,187,513.00			Outreach and Engagement						People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*Transition Age Youth*)				
Other (enter funding source under dotted line)	FY 2021-2022	$ 985,529.00		Federal Agency	Systems Support Activities		Funds support the Trust Health Center (an FQHC clinic for homeless and disabled, with focus on behavioral health needs; Housing Navigation services for MH population, St. Mary's Center). Funds shown are for annual fiscal year expenditures, and may be renewed subject to annual MOU renewal and fund availability.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)									
	FY 2022-2023	$ 985,529.00									People Exp **Chronic Homelessness**	x	Veterans		Parenting Youth				
	FY 2023-2024	$ 985,529.00									People Exp **Severe Mental Illness**	x	People Exp **HIV/ AIDS**		Children of Parenting Youth				
Mental Health Block Grant - SAMHSA	FY 2024-2025	$ 985,529.00									People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*Transition Age Youth*)				
Other (enter funding source under dotted line)	FY 2021-2022	$ 767,200.00		State Agency	Interim Housing/ Congregate/ Non-Congregate Shelter		One-time funds used to support enhanced staffing a Casa Maria, a 17 bed low-barrier non-congregate emergency shelter. Target population is individuals with SMI, often with co-occurring disorders and a history of chronic homelessness. Individuals at the site are supported to obtain long-term permanent housing.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)									
		$ -									People Exp **Chronic Homelessness**	x	Veterans		Parenting Youth				
		$ -									People Exp **Severe Mental Illness**	x	People Exp **HIV/ AIDS**		Children of Parenting Youth				
Mental Health Block Grant - ARPA		$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*Transition Age Youth*)				
Other (enter funding source under dotted line)	FY 2021-2022	$ 446,000.00		Federal Agency	Rental Assistance/Rapid Rehousing		Funds are awarded to City of Oakland and County has a contract to administer some portion as a provider. Oakland currently issuing RFP to select new providers for future rounds of funding. Annual (renewable) allocation shown intended to be spent each grant cycle.		ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)									
	FY 2022-2023	$ 446,000.00									People Exp **Chronic Homelessness**		Veterans		Parenting Youth				
	FY 2023-2024	$ 446,000.00									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth				
HOPWA	FY 2024-2025	$ 446,000.00									People Exp **Substance Abuse Disorders**		Unaccompanied Youth	X	Other (*homeless persons with HIV/AIDS*)				
Other (enter funding source under dotted line)	FY 2021-2022	$ 4,714,972.00		Federal Agency	Outreach and Engagement		HRSA grant funds the Health Care for the Homeless Program which provides shelter health, FQHC services for homeless and disabled consumers, street health outreach, and mobile health services.	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)									
	FY 2022-2023	$ 4,714,972.00			Administrative Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth				
	FY 2023-2024	$ 4,714,972.00			Systems Support Activities						People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth				
Health Resources and Services Administration (HRSA)	FY 2024-2025	$ 4,714,972.00			Interim Housing/ Congregate/ Non-Congregate Shelter						People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*Transition Age Youth*)				
Other (enter funding source under dotted line)	FY 2021-2022	$ 810,896.50		State Agency	Systems Support Activities		Health Care for the Homeless Program revenue from MAA billing that is applied toward staff and administrative expenses related to running the HCH program and shelter heallth services in Alameda County. Additional revenue for direct clinical services, administrative activities and staffing for homeless services at Alameda Health System. Funds earned each year are budgeted and applied to current and next year's budgeted expenses (e.g. $1,621,793 was earned in FY 21/22; breakdown between fiscal years is an estimate and will vary based on actual	x	ALL PEOPLE EXPERIENCING HOMELESSNESS	**TARGETED POPULATIONS** (*please "x" all that apply*)									
	FY 2022-2023	$ 810,896.50			Administrative Activities						People Exp **Chronic Homelessness**		Veterans		Parenting Youth				
	FY 2023-2024	$ -									People Exp **Severe Mental Illness**		People Exp **HIV/ AIDS**		Children of Parenting Youth				
HCH Medi-Cal and Other Program Revenue (MAA)	FY 2024-2025	$ -									People Exp **Substance Abuse Disorders**		Unaccompanied Youth		Other (*Transition Age Youth*)				

* NOTE: Private funder(s) option here could include philanthropy, resources from managed care plans organizations, corporate funders, or other private sources of funding

Table 4. Outcome Goals

Outcome Goal #1a: Reducing the number of persons experiencing homelessness.

Goal Statement:
By the end of the performance period, HDIS data for the **[Alameda County CoC]** will show **[16,000]** total people accessing services who are experiencing homelessness annually, representing **[6,154] [more]** people and a **[63%] [increase]** from the baseline.

**Please be sure to copy and paste the goal statement from this application template to Cognito, and only update the fields in [brackets].*

Goal Narrative:
HDIS baseline data shows the number of people served in our system to be much lower than local HMIS data, which shows **21,511** persons served in FY 21-22, our most recent annual measurement period. We are still trying to understand this significant discrepancy. One potential reason could be that Coordinated Entry data in HDIS appears quite low, and more CE entries should appear in future HDIS data pulls. Therefore, while **16,000** is an increase from HDIS baseline, it is a reduction from what we believe to be the true number of those currently served by our homeless response system. If we reference our HMIS data which reflects our local understanding of the severity of the problem (and also aligns with annual projections of people experiencing homelessness based on a one-morning snapshot provided by the 2022 PIT Count), then we are proposing to **decrease the number of persons experiencing homelessness from 21,511 (true baseline) to 16,000, a decrease of 5,511 persons or 26%.** This goal is also predicated on the notion that the discrepancies between HDIS and HMIS data will eventually resolve itself so that future HDIS data pulls are comparable to our local situation. While we aim to lower this number overall, the 16,000 also reflects that we hope to have everyone experiencing homelessness in our community accessing and receiving services from our homeless response system and included in HMIS. The balancing of reducing homelessness while ensuring greater coverage of who is known to our system is included in this goal. In HHAP-3 goal setting for 2024, we anticipated a similar reduction from over 19,000 people in our local HMIS baseline to 17,000, an 11% reduction using local numbers (although it appeared as an 87% increase from HDIS data that we couldn't substantiate). Similarly, our goal appears as an increase from HDIS data, but is set using our homeless system numbers that we're able to substantiate. Goals set for 2025 are more ambitious, proposing a 26% instead of 11% decrease in our local situation. This decrease is in the context of continually increasing PIT Count numbers, that saw an overal 73% increase in homelessness from 2017 to 2022. While there are new housing opportunities for people experiencing homelessness in the pipeline, a reduction in homelessness cannot be realized without significant prevention efforts to stop the inflow of people becoming homeless, which hovers at a rate of 2.5 to 3 for every one person exiting homelessness. Prevention strategies have been articulated in the Home Together Plan, but lack funding to implement.

Baseline Data: Annual estimate of number of people accessing services who are experiencing homelessness	**Outcome Goals July 1, 2022 - June 30, 2025**		
	Change in # of People	**Change as % of Baseline**	**Target Annual Estimate of # of people accessing services who are experiencing homelessness**
9,846	6154	63%	16,000

Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*
Black and African American people experiencing homelessness represent the largest population of people in our homeless system. This population has consistently been over-represented compared to their representation in the general population. Current HDIS data shows 54% of those served by our homeless system are Black or African American, compared to approximately 11% of Alameda County residents. This percentage has gradually increased over time. It is imperative that we take steps to address the disproportionate impact, and increase people served (and housed) to reduce this over-representation so it aligns more closely with the general population. Baseline for CY 2021 shows 5,318 Black or African Americans served by our homeless system. Our goal is to serve 9,400 Black or African American persons in 2025, which would be a decrease of 6% relative to our 2024 goal, but would represent 59% of all persons served, which is commensurate with our HHAP-3 goal to serve this population at a rate that is greater than the general and homeless system population. We strive to increase this population served to reflect greater access to resources and housing exits.	People who are Black or African American as a % of total persons served by our homeless response system. Our target is to increase this percentage represented in homeless system programs and services to reach 59% of the total population served by 2025 (or 9,400 Black or African American individuals served), to ensure there is over-representation in services received and exits to housing.

Outcome Goal #1b. Reducing the number of persons experiencing homelessness on a daily basis.

Goal Statement:
By the end of the performance period, data for the **[Alameda County CoC]** will show **[6,300]** total people experiencing unsheltered homelessness daily, representing **[835] [fewer]** people and a **[12%] [reduction]** from the baseline.

**Please be sure to copy and paste the goal statement from this application template to Cognito, only updating the fields in [brackets].*

Goal Narrative:
Since our 2017 PIT Count, our CoC has experienced an 85% increase in unsheltered homelessness (3,863 unsheltered in 2017; 6,312 in 2019; and 7,135 in 2022). However, if we remove the 2017 number of unsheltered and focus on the more recent counts from 2019 and 2022, then we see a 13% increase in the unsheltered population, which changes our 2025 projections to 8,232 people predicted to be unsheltered at that time. While the absolute numbers of unsheltered homeless continue to increase, and are projected to keep increasing in the 2024 PIT Count based on current trend lines, the % of unsheltered to sheltered has decreased from 79% unsheltered in 2019 to 73% in the 2022 PIT Count. We believe this number/percentage would likely be higher if it weren't for the many Roomkey units that were still available during the 2022 PIT. With the loss of Roomkey units and the current trajectory, we'd expect continued increases in the unsheltered population. However, our Home Together Plan calls for significant and temporary investment in shelter to help slow down this increase, and to provide temporary housing while more permanent housing makes its way through the pipeline. Without significant funding, however, we cannot realize our goal of adding 1,625 units of shelter to our inventory by 2023 as called for in the Plan (which would bring our total to 3,410 shelter units). Without ongoing funding, it is difficult to expand and sustain inventory, knowing that future operating and leasing costs do not have a funding source. Our biggest source of recurring funding is through HUD, and much of our HUD CoC package supports ongoing rental assistance for people already in permanent housing. However, our Home Together Plan calls for a number of activities that support efforts to increase the production of low-barrier shelter and interim housing, including lowering progammic barriers to crisis services, ensuring that existing shelter inventory can be maximally utilized, and increasing medical and mental health respite by 300 beds and including resources for rehousing exits.

For these reasons, we anticipate being able to reverse this trend, and start to change direction in 2024 and beyond. **This includes adjusting our previous HHAP-3 goal from 8,100 unsheltered to a new goal of 7,000 by 2024, representing our first decrease in the next PIT Count.** Our goal(s) represents stabilization so that, while unsheltered homelessness is predicted to temporarily increase, the addition of new shelter and interim housing can slow down this trajectory and reverse direction by 2025 as more shelter and housing is brought online. Our 2025 goal to have no more than 6,300 people unsheltered represents a 12% decrease from baseline, and a 10% reduction from our HHAP-3 adjusted goal of 7,000. **We are proposing a significant reduction from the 2025 projection of 8,232 unsheltered to 6,300**. This also represents a 22% decrease from our original HHAP-3 goal of 8,100. We continue to partner with cities to use each round of HHAP funding to bring on more units of interim housing, although it can take a few years to see projects finalized and sustainability of these projects when one-time funding ends remains a top concern.

Baseline Data: Daily Estimate of # of people experiencing unsheltered homelessness	Outcome Goals July 1, 2022 - June 30, 2025		
	Change in # of People	Change as % of Baseline	Target Daily Estimate of # of people experiencing unsheltered homelessness
7,135	835	12.00%	6,300

Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	Describe the trackable data goal(s) related to this Outcome Goal: *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*
Our latest PIT Count (2022) shows that unaccompanied youth households (ages 18-24) that are unsheltered comprise 9.3% of our CoC's total unsheltered population, which is higher than the percentage this population represents within our total homeless system (8%). This overrepresentation of youth in unsheltered homelessness is also consistent with data from our prior 2019 PIT Count which shows youth represented as 9% of the unsheltered population. We have seen this number reduced in the past (between 2017 and 2019) and believe that with targeted interventions including expanded access to Coordinated Entry through youth access points (a focus of YHDP), as well as interim housing for youth, we can once again impact this number. We are proposing a 20% decrease relative to our 2024 goal, with strategies informed by our youth coordinated community plan developed under YHDP.	**Our goal is to bring the # of unaccompanied youth who are unsheltered down by 2.3% to 7% of the unsheltered population in 2025, or no more than 441 (of the 6,300 goal set for total unsheltered homelessness) unaccompanied youth experiencing unsheltered homelessness.** This decrease would be two full percentage points lower than the current percentage of the total homeless population that unaccompanied youth represent (9% or 666 unaccompanied youth).

Outcome Goal #2. Reducing the number of persons who become newly homeless.

Goal Statement:
By the end of the performance period, HDIS data for the **[Alameda County CoC]** will show **[6,000]** total people become newly homeless each year, representing **[1,372] [more]** people and a **[30%] [increase]** from the baseline.

**Please be sure to copy and paste the goal statement from this application template to Cognito, only updating the fields in [brackets].*

Goal Narrative:
Our community doesn't currently anticipate an influx in prevention resources, and like many others, are challenged with how to build out an effective and resourced prevention arm connected to our homeless response system. We foresee that due to the lifting of eviction moratoria when the local health emergency ends, and the wind down of one-time COVID resource-funded rental assistance (e.g. Emergency Rental Assistance Program (ERAP), which received over 11,000 applications in the County, not including the large cities of Oakland and Fremont that received their own applications. Of the 8,556 households that were approved for funding through the County, about 2/3 of these households are below 30% AMI, increasing their risk for falling into homelessness once supports are lifted) we anticipate seeing future increases in first-time homelessness, although likely not immediately, as evictions and loss of housing are just one step in a chain of events that contribute to eventual homelessness. HDIS data shows first-time homelessness increased by 17% between 2020 and 2021 (3967 to 4628), surpassing our 2021 target of where we'd need to be to meet our HHAP-3 2024 goal (4475 in 2021). **At our current rate of increase, we would expect to see approx. 7,667 people become homeless for the first time in 2025**. Homeless system modeling and projections in our Home Together 2026 Plan also project an increase in first-time homelessness in 2022 and 2023, with eventual stabilizing in 2024 and slight decreases thereafter (contingent on our Plan being sufficiently resourced with new funding over a five-year period, resulting in an additional 24,000 new units and subsidies). For these reasons, we propose to slow this upward trajectory of the rate of first time homelessness. **This goal would result in 6,000 people becoming homeless for the first time in 2025 instead of 7,667, a decrease of 22%, and a stabilizing of our 2024 estimate.** We hope to achieve this through identification of new prevention funding, building on existing partnerships with other mainstream/institutional settings exiting people to the homeless system (e.g. criminal justice system, hospitals, etc.) and leveraging data from multiple systems to help identify those most likely to become homeless through key screening indicators.

Baseline Data: Annual Estimate of # of people who become newly homeless each year	Outcome Goals July 1, 2022 - June 30, 2025		
	Change in # of People	Change as % of Baseline	Target Annual Estimate of # of people who become newly homeless each year

4,628	1,372	30%	6,000

Describe Your Related Goals for	
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*
The number of Black or African American people who became homeless for the first time in CY 2020 was 1,951 or 49% of the total number of people experiencing homelessness for the first time, well above the representation of Black or African American people in the general population (11%). The number of Black or African American people who became homeless for the first time in CY 2021 was 2,451 or 53%, an even greater disparity compared to the representation of Black or African American people in the general population. We are proposing to reduce first time homelessness for Black or African American people through housing problem solving and flexible financial assistance resources targeted to achieve greater race equity. Instead of continued growth in this subpopulation, we are proposing to slow the growth rate so that no more than 2,750 of those becoming homeless for the first time in 2025 are Black or African American. This would be a redirection in 2025 from the currently projected 51% of first-time homeless or 3,920 people, who are Black or African American. **We are proposing a reduction from the projected 51% to no more than 46%, a decrease of 5% of the first-time homeless population.**	The number of Black or African American people experiencing first-time homelessness will be no greater than 2,750, or 46% by 2025.

Outcome Goal #3. Increasing the number of people exiting homelessness into permanent housing.

Goal Statement:
By the end of the performance period, HDIS data for the **[Alameda County CoC]** will show **[2,250]** total people people exiting homelessness into permanent housing annually, representing **[240] [more]** people and a **[12%] [increase]** from the baseline.

Goal Narrative:
We saw an 11% increase in housing exits between 2020 and 2021 (1,813 to 2,010 exits), due to new housing resources coming online. However, most of our future housing inventory will show up in HMIS as PSH enrollments with ongoing services (and therefore not system exits), meaning that people who are housed with these resources will be enrolled in PSH ongoing and will not impact this measure since they aren't considered an exit from the system. As we increase tenancy sustaining service slots through CalAIM, we anticipate that everyone housed through Coordinated Entry will be enrolled in these services ongoing (which is the goal) to support housing retention and homelessness prevention, but will continue to be active/enrolled in our system. For this reason, while we anticipate the number of overall housing exits to continue increasing, there is concern that much of this growth will not be captured by this measure. Although it is not entirely clear the population that is exiting to housing outside of the system without ongoing supports, since we don't have our arms around people once they have exited, our projection tool shows us that this type of housing exit continues to steadily increase. **We therefore project a 12% increase in system exits to housing from our 2021 baseline (an additional 240 exits), and a 15% increase from our 2024 projected goal of 1,950 system exits to housing.** Based on updated baseline data, we believe we can surpass our HHAP-3 2024 goal with further steady increases. While we are optimistic about bringing more housing online, the impact of increased housing exits will continue to be offset by the inflow into our system which averages at a rate of 2.5-3 people becoming homeless for every 1 person who exits. Without permanent funding to work on prevention, increasing total housing exits alone will not move our system to functional zero.

Current projections in our Home Together Plan include 1,447 units of PSH coming online over the next two fiscal years (through June 2024), but as noted, our projected goal does not include all the people who will move from homelessness to permanent housing due to our understanding of the limitations with the methodology for this measure. Our Home Together Plan also articulates that with significant additional funding and resources, we could increase exits from our system to more than 6,000 households annually by 2024. The Plan calls for the addition of over 24,000 new housing opportunities (both units and subsidies) by 2026, if funding can be identified. These projects to increase inventory would include expansions in rapid rehousing and supportive housing, as well as significant investments in newer program models for our community such as dedicated affordable housing and shallow subsidies that provides housing that allows people independence and autonomy with economic supports, a strategy recommended to be more effective in reducing racial disparities in our community.
We have seen success with focused smaller-scale programs that serve families in rapid rehousing (e.g. CalWORKS HSP), or OPRI (Oakland PATH Rehousing Initiative) that provides sponsor-based rental assistance and supportive services to people living on the street or in emergency shelters, and people exiting foster care or the criminal justice system. The OPRI partnership includes City of Oakand, the Oakland Housing Authority, Alameda County, and multiple non-profit agencies. Bringing programs like this to scale through increased subsidy and service slots would greatly impact our system.
In addition, there are a number of efforts over the past year that have launched to increase exits from our homeless response system to permanent housing: 1) funding housing navigation and housing stability services through CalAIM so that people can more easily access available housing and receive supports to stay housed; 2) procuring funds for operating subsidies that will add financial support to dedicated affordable units through a new local operating subsidy pool; and 3) local jurisdictions (cities) within the County are dedicating funding towards new supportive housing and rapid rehousing programs, are setting aside dedicated affordable units for homeless households, and have launched shallow subsidy programs.

Baseline Data: Annual Estimate of # of people exiting homelessness into permanent housing	Outcome Goals July 1, 2022 - June 30, 2025		
	Change in # of People	Change as % of Baseline	Target Annual Estimate of # of people exiting homelessness into permanent housing
2,010	240	12%	2,250

Describe Your Related Goals for	
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*

With our 2020 baseline data, we did not see significant disparities in exits to housing when compared with representation in our overall homeless system, so in alignment with our Home Together 2026 Community Plan to center race equity and reduce racial disparities, and in the absence of any one single racial group more disproportionately impacted than others (according to State HDIS data), we set an intention to reach larger percentages of all BIPOC served by the system and exiting to permanent housing, so that exits to housing align with BIPOC representation in the overall homeless system. With the 2021 baseline data, we continue to see racial groups mostly represented in alignment with their overall representation in the homeless system. However, there are some areas for improvement, including American Indian or Alaska Natives who comprise 3.4% of our homeless population but only represent 2.7% of housing exits from our system. Other racial groups are within a one percentile difference between their representation in the homeless system and system exits to housing. Also, because we know that Black or African American people in particular are hugely overrepresented in the homeless system (54% compared to 11% of the general County population) we will continue to focus on access to housing problem solving and flexible financial assistance at the front door of our homeless system (access points/housing resource centers) so that there is greater access and opportunities for BIPOC populations to exit to housing without having to enter the homeless system and experience long waits for system resources.	To achieve equity in this measure for all BIPOC populations experiencing homelessness, by 2025 over 3% of housing exits will be American Indian or Alaska Native; and we will maintain or improve representation in successful exits for people who are Asian at 3%; Black or African American at 54%; 2% Native Hawaiian or other Pacific Islander; and 7% for people of multiple races.

Outcome Goal #4. Reducing the length of time persons remain homeless.

Goal Statement:

By the end of the performance period, HDIS data for the **[Alameda County CoC]** will show **[152]** days as the average length of time that persons are enrolled in street outreach, emergency shelter, transitional housing, safehaven projects and time prior to move-in for persons enrolled in rapid rehousing and permanent housing programs annually, representing **[16] [fewer]** people and a **[10%] [reduction]** from the baseline.

**Please be sure to copy and paste the goal statement from this application template to Cognito, only updating the fields in [brackets].*

Goal Narrative:

The State's HDIS baseline data for this measure is significantly lower than what local HMIS data demonstrates (HMIS data shows that 229 days was the average length of time people remained homeless in Alameda County in CY 2021). Therefore, maintaining the average length of time that people in Alameda County remain homeless at 152 days (our CY 2020 baseline) between 2021 and 2025 is far below what local data shows, and as such is a significant decrease/reduction for this measure. The projection tool used to support goal setting for 2024 and 2025 shows that we're currently projected to reach 164 days as the average length of time someone remains homeless by 2025, only a modest reduction from current baseline. We believe we can take this goal further, but cannot see moving the needle beyond what we already established in HHAP-3 which is a maintenance of effort for this data point which we haven't been able to substantiate locally. For further comparison, our HMIS data for this sytem performance measure across Fiscal Year 2021-2022 shows 226 days as the average length of time, similar to what we pulled locally for CY 2021.

We know that housing in the pipeline doesn't come online all at once, and that so long as the inflow into homelessness continues at the current rate (which seems likely given all that happens upstream on someone's way to becoming homeless), there will not be enough housing to exit people from the system swiftly without a significant long-term investment in new housing. Given this constraint, there will continue to be issues with flow through the system. PIT Count data also shows a large number of our homeless population is impacted with health and mental health disabilities (49% report psychiatric or emotional conditions; 34% report chronic health conditions; and 33% report physical disabilities), which impacts the time people are waiting for appropriate resources, as we need more housing with enhanced services for older adults, and persons who are medically fraile and/or with behavioral health impairments. New models in our system show great promise is providing these more intensive on-sight services so that people can stay housed in the community, but require funding to be brought to scale. We also have very little turnover in PSH (which currently makes up the majority of our homeless housing) which is a strength of the system and speaks to our commitment to ensure ongoing services available to everyone for as long as needed, but also means that without new housing brought to scale, there is very little flow with existing inventory. We also see that lengths of stay in some types of interim housing have increased which can be a benefit, as the consumers in those programs are given the supports they need while housing plans are developed and implemented. With the continued move to reduce shelter barriers, people are willing to stay longer while working on their long-term housing plans.

Baseline Data: **Average length of time (in # of days) persons enrolled in street outreach, emergency shelter, transitional housing, safehaven projects and time prior to move-in for persons enrolled in rapid rehousing and permanent housing programs**	**Outcome Goals July 1, 2022 - June 30, 2025**		
	Change in # of Days	**Change as % of Baseline**	**Target Average length of time (in # of days) persons enrolled in street outreach, emergency shelter, transitional housing, safehaven projects and time prior to move-in for persons enrolled in rapid rehousing and permanent housing programs**
168	-16	10%	**152 days**

Describe Your Related Goals for

Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*
Updated HDIS baseline data shows the average length of time families with minor children remain homeless continues to be much higher than for households without children (236 days vs. 146 days). This number for families continues to increase based on past data. Our projected performance indicates that **if nothing changes, we are on pace to reach an average of 251 days that families with minor children stay homeless by year 2025**. While this data could be attributable to families spending more time in programs such as interim housing/transitional housing/etc., **our goal is to bring this number down to less than 200 days by 2025**, a 15% decrease in length of time from current baseline, and a 20% reduction from our projected performance in 2025 (251 days vs. 200 days) reversing the current trend of increases.	Reduce the average length of time that families with children remain homeless. Target goal is less than 200 days that families remain homeless by 2025. This is an 15% decrease from the 2021 HDIS baseline (236 days).

Outcome Goal #5. Reducing the number of persons who return to homelessness within two years after exiting homelessness to permanent housing.

Goal Statement:
By the end of the performance period, HDIS data for the **[Alameda County CoC]** will show **[7%]** of people return to homelessness within 2 years after having exited homelessness to permanent housing, representing **[0] [fewer or more]** people and a **[0%] [reduction or increase]** from the baseline.

**Please be sure to copy and paste the goal statement from this application template to Cognito, only updating the fields in [brackets].*

Goal Narrative:
This measure has remained relatively stable over the years (usually always at or under 10%, but not much variation from there) and would require a longer timeframe (beyond 2025) to achieve significant reductions. This goal represents a focus on increasing the number of people experiencing homelessness who exit to housing, while managing ongoing housing retention with some expected levels of attrition. We don't anticipate major levers impacting this relatively stable data point, and would go so far as to postulate that the 7% seen in the State's CY 2021 data may be more of an outlier that will regress to the mean over time. While it's great to see a decrease from HDIS CY 2020 numbers, we wouldn't expect to continue seeing reductions as there is some level of margin/tolerance in any system. DHCS is setting its performance measures for HHIP at no more than 15% returns to homelessness for their population of formerly homeless managed care members who exit to housing, and between this threshold and those set locally in response to tracking this data with HUD over a longer period of time, we have no reason to believe it would be possible to further suppress returns below 7%. As a community, we have dedicated a lot of funding to ensuring that most people exiting to homeless housing through our system have ongoing tenancy sustaining/housing stability services for as long as needed, and we attribute bringing those services to scale through Medi-Cal funding as part of CalAIM, as a key strategy to stay at or below 10% locally with returns to homelessness. However, continued authorizations of these services to cover a long period of time once housed is at the discretion of the Managed Care Plans, and it's not yet clear how the policies they may set around future approval of these services could impact whether some people in housing lose those supports and consequently lose their housing as well. We are continuining to advocate locally for long-term coverage through CalAIM, as well as at the State level to make tenancy sustaining services a covered Medi-Cal benefit, which would promote housing retention for a large group of people.

Baseline Data: **% of people who return to homelessness within 2 years after having exited homelessness to permanent housing**	**Outcome Goals July 1, 2022 - June 30, 2025**		
	Change in % of People	**Change as % of Baseline**	**Target % of people who return to homelessness wihtin 2 years after having exited homelessness to permanent housing**
7%	0%	0%	7%

Describe Your Related Goals for	
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*
Returns to homelessness for transition age youth (ages 18-24) is currently at 11%, much higher than the system average of 7%. Our goal is to decrease unaccompanied youth returns to homelessness, so they're more in line with the rate of returns to homelessness in the overall homeless system. Unaccompanied youth ages 18-24 comprise approximately 6.6% of our homeless system according to CY 2021 data. There should be adequate supports in place to ensure housing retention for this group in line with the rest of our homeless system, so that their returns look similar to the overall system (which we target to be at 10% or lower), if not stronger. This calls for reducing returns by 1% each year to get to 7% in 2025. We believe that decreasing returns to homelessness for transition age youth from 11% to 7% can be accomplished with continued partnership between our County, Continuum of Care, and Youth Action Board, and with the infusion of new YHDP funds deployed to activities called for in the Youth Coordinated Community Plan.	Reduce the percentage of transition age youth who return to homelessness after exiting homelessness to permanent housing from 11% to 7%.

Outcome Goal #6. Increasing successful placements from street outreach.

Goal Statement:
By the end of the performance period, HDIS data for the **[Alameda CoC]** will show **[50]** total people served in street outreach projects exit to emergency shelter, safe haven, transitional housing, or permanent housing destinations annually, representing **[6] [more]** people and a **[14%] [increase]** from the baseline.

**Please be sure to copy and paste the goal statement from this application template to Cognito, only updating the fields in [brackets].*

Goal Narrative:
State HDIS data shows that successful placements from street outreach have increased by 214% since 2018 through 2021 (14 to 44 placements), with the biggest increase during that period realized between 2020 to 2021. We believe we can continue increasing this goal (as we projected in HHAP-3) as we expect expansion of outreach teams using HMIS in our CoC beginning FY 2022/2023. In addition, there are an increased number of street health outreach teams participating in housing problem solving and front door services as part of our Coordinated Entry, which will also positively impact this measure. Using HHIP funds from DHCS, we are also partnering with our managed care plans to support data collection and expansion of people served by street heath outreach teams, which should support an increase in successful placements over the next few years. However, we're striving to ensure we keep this goal realistic, as successful placements depend on availability of both interim and permanent housing, and the system is therefore reliant on an increase in shelter options that can be accessible by street outreach, which will require new funding investments to realize (as discussed in Goal 1b). As street outreach is often the first encounter/touchpoint to the homeless response system, there are still many people encountered by outreach teams who are not yet ready to consent to data entry in HMIS which has also artificially limited the number of people receiving services through this access point.

Baseline Data: **Annual # of people served in street outreach projects who exit to emergency shelter, safe haven, transitional housing, or permanent housing destinations.**	**Outcome Goals July 1, 2022 - June 30, 2025**		
	Change in # of People	**Change as % of Baseline**	**Target Annual Estimate of # of people served in street outreach projects who exit to emergency shelter, safe haven, transitional housing, or permanent housing destinations.**
44	6	14%	50

Describe Your Related Goals for	
Describe any underserved and/ or disproportionately impacted population(s) that your community will especially focus on related to this Outcome Goal and how this focus has been informed by data in your landscape assessment:	**Describe the trackable data goal(s) related to this Outcome Goal:** *Note: Meeting the trackable data goals for the underserved populations is not required for eligibility for Bonus Funds.*
There is insufficient population data from HDIS on those included in this measure from 2018 - 2021 (n=44) to draw meaningful conclusions about disproportionately impacted populations with such a small sample size. HDIS only provided data for a couple subpopulations but suppressed most because of the small number of people reported in those categories. Where there was population data, it did not reveal noticable inequities (e.g. Black or African Americans represent 54% of our homeless system and made up 61% of successful placements from outreach; people with significant mental illness represent 30% of our system and made up 50% of succesful placements). However, as prioritized in our Home Together Plan, we have an intention to ensure that the population served by street outreach teams with successful exits aligns with BIPOC representation in the overall homeless system. In alignment with our Home Together 2026 Community Plan to center racial equity and reduce racial disparities, we will set goals to reach larger percentages of all BIPOC served by street outreach and exiting to successful placements, so that it aligns with BIPOC representation in the overall homeless system.	To achieve equity in this measure for all BIPOC populations experiencing homelessness, by 2025 at least 3% of all successful placements from street outreach will be American Indian or Alaska Native; at least 3% Asian; at least 54% Black or African American; at least 2% Native Hawaiian or other Pacific Islander; and at least 7% multiple races.

Table 5. Strategies to Achieve Outcome Goals

Strategy	Performance Measure to Be Impacted (Check all that apply)
Increasing investments into, or otherwise scaling up, specific interventions or program types **Description** **Prevent Homelessness: Focus resources for prevention on people most likely to lose their homes** (Home Together Plan, Goal 1, Strategy 2)- Implement and expand shallow subsidies availability for people with fixed or limited income with housing insecurity to relieve rent burden and reduce the risk of becoming homeless. Track progress on this goal area through system performance measures and corresponding measures of increased racial equity. **Timeframe** July 1, 2022 - June 30, 2025 **Entities with Lead Responsibilities** Office of Homeless Care and Coordination (system connection); Alameda County Behavioral Health (Care First, Jails Last); Social Services Agency (workforce development) **Measurable Targets** Add 1,740 shallow subsidies for households in our homelessness response system.	☑ 1. Reducing the number of persons experiencing homelessness. ☑ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing. ☐ 4. Reducing the length of time persons remain homeless. ☑ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy	Performance Measure to Be Impacted (Check all that apply)
2 **Increasing investments into, or otherwise scaling up, specific interventions or program types** **Description** **Prevent Homelessness for our residents: rapidly resolve episodes of homelessness through Housing Problem Solving** (Home Together Plan, Goal 1, Strategy 3) by adding resources to flexible funding pools for Housing Problem Solving, a practice of helping people newly homeless or on the verge of homelessness to identify rapid solutions to their situation with light financial support. **Timeframe** July 1, 2022 - June 30, 2025 **Entities with Lead Responsibilities** OHCC as Coordinated Entry Management Entity **Measurable Targets** Increase current flexible funding for Housing Problem Solving by 20% from CY 2022 contract amounts (an increase of $100,000). Increase the centralized Housing Assistance Fund by 20% from CY 2022 levels (an increase of $200,000).	☑ 1. Reducing the number of persons experiencing homelessness. ☑ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing. ☐ 4. Reducing the length of time persons remain homeless. ☑ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy	Performance Measure to Be Impacted (Check all that apply)
3 **Strengthening the quality or performance of housing and/or services programs** **Description** **Prevent Homelessness for our residents: rapidly resolve episodes of homelessness through Housing Problem Solving** (Home Together Plan, Goal 1, Strategy 3) by offering Housing Problem Solving training and funding to all CE access point providers and outreach staff throughout the system so that providers can quickly assist people when and where they seek help. **Timeframe** July 1, 2022 - June 30, 2025 **Entities with Lead Responsibilities** OHCC as Coordinated Entry Management Entity **Measurable Targets** Facilitate at least one Housing Problem Solving training per year available to all CE providers.	☑ 1. Reducing the number of persons experiencing homelessness. ☑ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing. ☐ 4. Reducing the length of time persons remain homeless. ☑ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy	Performance Measure to Be Impacted (Check all that apply)
4 **Strengthening systemic efforts and processes, such as coordinated entry and assessment processes, landlord engagement efforts, housing navigation strategies, and other systemic improvements**	
Description **Connect people to shelter and needed resources: expand access in key neighborhoods and continue improvements to Coordinated Entry** (Home Together Plan, Goal 2, Strategy 1). Activities include expanding neighborhood-based access points to the system's housing and shelter resources in places where people are most likely to lose housing or are currently experiencing homelessness; and continue to track and evaluate the impact of updates to CES to ensure impacts are effective and support reductions in racial disparities.	☑ 1. Reducing the number of persons experiencing homelessness. ☐ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing.
Timeframe July 1, 2022 - June 30, 2025	☐ 4. Reducing the length of time persons remain homeless.
Entities with Lead Responsibilities OHCC as CE Management Entity	☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.
Measurable Targets Launch 2 Coordinated Entry Access Points for survivors of IPV and Youth.	☑ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy	Performance Measure to Be Impacted (Check all that apply)
5 **Increasing investments into, or otherwise scaling up, specific interventions or program types**	
Description **Connect people to shelter and needed resources: Significantly increase the availability of shelter, especially non-congregate models, to serve vulnerable households and to reduce unsheltered homelessness** (Home Together Plan, Goal 2, Strategy 4). New shelter will be primarily non-congregate and include access to support services; as new housing comes online, transition non-congregate shelters into permanent housing or remove these beds from the system as demand is reduced. Currently, Alameda County has two Homekey projects awarded that will become supportive housing but are currently used as interim housing to align with this strategy.	☑ 1. Reducing the number of persons experiencing homelessness. ☐ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing.
Timeframe July 1, 2022 - June 30, 2025	☐ 4. Reducing the length of time persons remain homeless.
Entities with Lead Responsibilities OHCC, County Housing & Community Development, County Social Services Agency	☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.
Measurable Targets Add 1625 temporary additional non-congregate shelter beds to serve vulnerable adults, and families with children.	☑ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy	Performance Measure to Be Impacted (Check all that apply)
6 **Expanding and strengthening cross-system partnerships and/or collaborative planning**	
Description **Increase Housing Solutions: add units and subsidies for supportive housing, including new models for frail/older adults** (Home Together Plan, Goal 3, Strategy 1). Activities include expanding the supply of supportive housing subsidies and units through prioritization and matching strategies, and new development funding; and creating a new model of supportive housing for older/frail adults with more intensive health service needs.	☑ 1. Reducing the number of persons experiencing homelessness. ☐ 2. Reducing the number of persons who become homeless for the first time. ☑ 3. Increasing the number of people exiting homelessness into permanent housing.
Timeframe July 1, 2022 - June 30, 2025	☑ 4. Reducing the length of time persons remain homeless.
Entities with Lead Responsibilities County Housing & Community Development, OHCC	☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.
Measurable Targets	☐ 6. Increasing successful placements from street outreach.

Add 1,285+ new supportive housing subsidies to our homelessness response system. Add 520+ new (additional) supportive housing subsidies for older adults.	☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy	Performance Measure to Be Impacted (Check all that apply)
Other equity-focused strategies	
Description	☑ 1. Reducing the number of persons experiencing homelessness.
Increase housing solutions: Create dedicated affordable housing subsidies for people who do not need intensive services (Home Together Plan, Goal 3, Strategy 2) by providing affordable housing without time limits for approximately 30% of adult only households and 28% of family households in the homeless system (over a five-year period).	☐ 2. Reducing the number of persons who become homeless for the first time.
Timeframe	☑ 3. Increasing the number of people exiting homelessness into permanent housing.
July 1, 2022 - June 30, 2025	☑ 4. Reducing the length of time persons remain homeless.
Entities with Lead Responsibilities	☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.
HCD, OHCC	☐ 6. Increasing successful placements from street outreach.
Measurable Targets	☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.
Add 3,320 dedicated affordable housing subsidies available to households in the homelessness response system.	

Strategy	Performance Measure to Be Impacted (Check all that apply)
8 **Building the capacity of homelessness response system to utilize resources, implement best practices, and/or achieve outcomes**	
Description	☑ 1. Reducing the number of persons experiencing homelessness.
Increase housing solutions: Create dedicated affordable housing subsidies for people who do not need intensive services (Home Together Plan, Goal 3, Strategy 2) by adding capacity within the system to support new dedicated affordable units including staff for new local operating subsidy program, additional CE staffing and lighter and variable supportive services. Monitor race and ethnicity for those matched to dedicated affordable housing opportunities in the homeless system to ensure BIPOC populations are represented at or above their prevalence in the homeless system.	☐ 2. Reducing the number of persons who become homeless for the first time.
Timeframe	☑ 3. Increasing the number of people exiting homelessness into permanent housing.
July 1, 2022 - June 30, 2025	☑ 4. Reducing the length of time persons remain homeless.
Entities with Lead Responsibilities	☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.
HCD, OHCC	☐ 6. Increasing successful placements from street outreach.
Measurable Targets	☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.
Launch a Local Operating Subsidy Pool operated by HCD with support from OHCC in 2023. Support 42 housing opportunities through Local Pool by 2025.	

Strategy	Performance Measure to Be Impacted (Check all that apply)
Improving data quality, data systems, and/or data analyses to better inform decision-making	
Description	☑ 1. Reducing the number of persons experiencing homelessness.
Strengthen coordination, communication, and capacity: Use data to improve outcomes and track racial equity impacts (Home Together Plan, Goal 4, Strategy 1) by improving HMIS coverage; and 2) improving data quality and regularly reviewing system and program outcomes data disaggregated by race.	☐ 2. Reducing the number of persons who become homeless for the first time.
Timeframe	☐ 3. Increasing the number of people exiting homelessness into permanent housing.
July 1, 2022 - June 30, 2025	☐ 4. Reducing the length of time persons remain homeless.
Entities with Lead Responsibilities	

OHCC, County Housing & Community Development **Measurable Targets** Increase HMIS licensed users by 5% (approx. 32 new users); increase HMIS participating agencies by 5% (approx. 4 new agencies) in 2023.	☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Strategy	**Performance Measure to Be Impacted (Check all that apply)**
Improving data quality, data systems, and/or data analyses to better inform decision-making **Description** **Strengthen coordination, communication, and capacity: Use data to improve outcomes and track racial equity impacts** (Home Together Plan, Goal 4, Strategy 1) by improving the tracking of resources and inventory (e.g. development of a supportive housing pipeline tool) to support evaluation and reporting. **Timeframe** July 1, 2022 - June 30, 2025 **Entities with Lead Responsibilities** OHCC **Measurable Targets** Develop tracking tools and provide annual updates on the Home Together Community Plan beginning in FY 2022 - 2023.	☑ 1. Reducing the number of persons experiencing homelessness. ☐ 2. Reducing the number of persons who become homeless for the first time. ☐ 3. Increasing the number of people exiting homelessness into permanent housing. ☐ 4. Reducing the length of time persons remain homeless. ☐ 5. Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing. ☐ 6. Increasing successful placements from street outreach. ☑ Focused on equity goals related to underserved populations and populations disproportionately impacted by homelessness.

Table 6. Funding P an Strategic ntent

E g b e Use Category n ended to be Suppor ed w th HHAP 4	Approx mate % o TOTAL HHAP 4 ALLOCAT ON to be sed on h s E g b e Use (%)	App ox ma e % o TOTAL HHAP 4 ALLOCAT ON to be used under h s E gible Use as par of the Youth Set As de? (%)	Act v t es to be Supported w th HHAP 4	How s th s a strateg c use of HHAP 4 resources that w address needs and gaps w th n the homelessness response system?	How were these decis ons to invest HHAP 4 nto these act v t es n ormed by the p anned uses of other state, oca and/or edera und ng sources (as documented n the Landscape Ana ys s n Par I)?
1. Rapid rehousing	19.4%	0%	Rental assistance dollars and housing deposits to secure units which is made available centrally across providers in our system, as well as funding to bridge subsidy gaps for people in RRH or RRH/bridge to PSH hsing. Funds are also used to cover people rental assistance costs including housing deposits for people enrolled in our Housing Community Supports program through CalAIM but are not enrolled in managed care (and therefore not Medi-Cal billable).	Our Home Together 2026 Community Plan identifies (and quantifies) the need for flexible rental assistance resources for a variety of individuals and households that may not be able to fully take over the rent within established timeframes for rapid rehousing, and who won't likely be prioritized for an ongoing subsidy through our homeless response system. Using HHAP-4 resources to bridge these rental assistance and housing deposit gaps for this population is critical. Shallow subsidies and flexible financial assistance have also been identified as key strategies for achieving greater race equity in recognition that not everyone needs PSH to end their homelessness, and rental assistance/financial supports is key in addressing the economic factors that contribute to someone's homelessness.	ESG-CV funds were used to support our Project Roomkey Housing Transitions program that provided housing exits to PRK guests through rapid rehousing and bridge housing rental assistance. However, as ESG-CV funds are both exhausted and expiring, there are some individuals who continue to require rental assistance support who have not been able to transition to a longer-term subsidy. HHAP-4 funds will be leveraged to fill those critical gaps as needed. Similarly, HHAP-4 funds are made available to complement the CalAIM Housing Community Supports program for people who are moving into housing and need rental assistance support but are not enrolled in managed care Medi-Cal.
3. Street outreach	13.2%	1.9%	HHAP-4 funds will continue to be used to support two key programs that serve as front doors to our system: 1- street health outreach teams covering 14 zones across the County (each zone serves approximately 500 unsheltered residents with a staffing ratio of approx. 1:140). Services include outreach and engagement, urgent medical triage, and housing services (including CE assessments, housing problem solving, and connection to available resources); and 2) outreach and coordination services through Coordinated Entry Access Points (formerly called Housing Resource Centers). There are currently 12 CE access points countywide, including one specific to TAY. All access points fund staff that provide light-touch outreach and coordination services for everyone in their assigned region, including outreach and engagement, housing problem solving and CE assessments, connection to other resources, and support locating people when a match to a resource becomes available.	Investment in street outreach teams and Coordinated Enty access points is critical to ensuring a functioning homeless response system that can identify people experiencing homelessness, engage them in the system, triage immediate needs, and maintain contact while working to resolve their homelessness. These teams are essential to ensuring that their is broad access to all available housing resources across the system and to ensure an available touchpoint to the system for everyone experiencing homelessness.	The programs supported by these HHAP Street Outreach funds serve as another example of how HHAP funds are being braided with other more stable funding sources to ensure everyone can be served. With Street Health Outreach, our Health Care for the Homeless's HRSA grant along with some MHSA comes together to provide a baseline of funding, but it is not sufficient to cover costs for teams operating in all 14 zones, so HHAP funds are leveraged to cover the remaining teams. With the outreach staff at Coordinated Entry Access Points, we have a HUD CoC CES grant that provides annual funding for approximately 25% of total access point expenses, with HHAP contributing specific funding for the outreach services. Previously, our Whole Person Care pilot funded outreach encounters as part of our Coordinated Entry system, but with the end of WPC, HHAP funds were installed to take over this funding.
4. Services coordination	14.6%	0%	As with prior rounds of HHAP, HHAP-4 funds continue to be built out to support the local match for CalAIM/Medi-Cal funded housing services for people who are not in managed care. Currently, we have approx. 2,000 people receiving housing navigation and tenancy sustaining services in our system, and have plans to scale up these services in 2023 to over 3,000 people/service slots. Service coordination provided includes navigating people to access available housing, including supporting document readiness, interviews with landlords, identifying appropriate housing opportunities, etc. and tenancy sustaining services which focus on housing support plans to increase housing retention and ensure people are connected to their communities and other provision of services as needed to ensure housing stability.	Approximately 26% of the population thus far is not billable to Medi-Cal because they are either ineligible, have lost connection, or are in Fee for Service which CalAIM doesn't cover. Alameda County set a local intention, aligned with our values, that everyone should have access and consideration for resources, regardless of their insurance status. As such, that means that we prioritize people for housing navigation and tenancy sustaining services based on our housing queue for Coordinated Entry. Those individuals receive service coordination to help them access and maintain housing, regardless of whether they are in managed care. As such, this requires ongoing identification of funds to support these critical funding gaps for services.	Similar to the description for how this is a strategic use of funds, HHAP dollars are being leveraged with Medi-Cal to ensure funding coverage for everyone receiving services, and the use of HHAP funding in this area is critical for bringing CalAIM and HHIP programs to scale, while acknowledging that not everyone in our homeless system can maintain steady managed care Medi-Cal enrollment.
5. Systems support	11.9%	3.2%	System Support funds continue to be used across a variety of activities, including supportive housing pipeline coordination, CoC infrastructure including our Emerging Leaders Program (supporting people with lived expertise to participate in our CoC), CE data reporting, HMIS infrastructure expansion, and infrastructure support for building out our Youth system of care incuding direct support for the Youth Advisory Board (YAB).	Our use of HHAP-4 funds on systems support activities is strategic as it is often the only funding source we have that can be used on infrastructure/capacity/and coordination activities (most of our other funding is restricted to various categories of direct service). As identified in our Home Together Plan, one of our four community goals is to 'strengthen coordination, communication and capacity' in order to effectively administer resources and ensure movement through the system to the identified housing pathways. This goal has been historically underfunded within homeless systems so we continue to prioritze this use of HHAP to ensure adequate infrastructure to support housing people.	As noted, there is not a lot of other funding available for this purpose, so a majority of these system needs have been built into HHAP for the time being. As with the majority of HHAP-funded activities, these funds are often braided with others (e.g. System Support funds for HMIS are paired with local general fund, and HUD CoC grant funding to expand system admin services with our HMIS vendor, build out HMIS trainings, and expand licensure). Because we don't see year over year increases in some of our stable funding such as general fund or HUD grants, the HHAP dollars are leveraged to continue expanding the system and fill in those funding gaps. We continue to apply for HUD CoC expansion grants to provide long-term funding for these efforts, in which case, if funds were awarded, then HHAP dollars could be repurposed to other areas of the system.
7. Prevention and diversion	14.1%	0%	As with the previous 3 rounds of HHAP, a significant portion of funds are invested in prevention and diversion activities at the front door of the homeless system, including our Coordinated Entry Access points and 2-1-1 Information and Referral. Each round of HHAP has provided complimentary funding for 1 year of access point contracts to provide prevention/diversion activities including housing problem solving, an activity provided to all residents seeking services prior to enrollment in Coordinated Entry, and paired with flexible financial assistance as needed.	One of the greatest needs of our system is being able to rapidly resolve someone's homelessness at the front door of the system, or prevent their homelessness through problem solving activities and the administration of one-time flexible financial assistance. Our goal is to build out this practice with more access points to the system so that we don't automatically assess and enroll people in Coordinated Entry where we know housing exits are limited and prioritized for those with the highest needs. If we can provide rapid resolution, then our crisis and housing queues won't be as long and our need for shelter will also decrease.	As most other funding resources are tied to interim housing/permanent housing/supportive services, HHAP is one of the few sources that supports front-door activities that compliment the federal HUD funding for Coordinated Entry, allowing those funds to support foundational CE requirements, while HHAP allows for expansion of those services to build out the role of access points in our system.
8. Interim sheltering (new and existing)	22.4%	5%	Previously, we utilized operating subsidies to support interim housing projects in partnership with our 14 city jurisdictions, providing funds in this category to each city based on their proportion of the homeless population using PIT Count data. With the addition of the Interim Sheltering Category in HHAP-3, we shifted the majority of this funding to this category to more adequately match the intended uses and provide flexibility in supporting the variety of interim housing projects in each region. Funds will continue to support many of the same projects supported in earlier rounds, including navigation centers, tiny homes, safe parking sites, and emergency shelter. We continue to meet with our city partners for planning and coordination. There is also a new TAY shelter slated for opening in Spring 2023 (operator: Covenant House) that will continue to receive HHAP youth funds to support this critical project.	As discussed in Table 4 Outcome Goals, our Home Together Plan calls for new funding to provide a temporary surge of shelter to address the unsheltered crisis in our community. We believe this surge could be temporary in that once the system has enough permanent housing to exit to, the need for shelter will decrease. Our Home Together Plan calls for an addition of 1,625 shelter units over the next two years to help address the current unsheltered population. While HHAP-4 funds will only sustain for a year the projects the interim housing that has been brought online the past few years through today, these funds are critical to maintain that inventory and allow for expansion in cities that are proposing new projects.	Other funding will need to be identified to pair with HHAP funds to support new interim housing projects that have come online, including some cities that are braiding HHAP with city general funds. As our federal HUD CoC package has shifted substantially over the years away from funding shelter and transitional housing (in favor of bringing on more PSH and RRH), ongoing stable funding for interim housing is one of our system's biggest gaps. The County's Social Services Agency provides a bed night rate to longstanding shelter programs using County General Fund, and we continue to partner with them in the hopes of expanding the County's local funds to support additional beds and higher bed night rates to make shelter budgets whole.
10. Administrative (up to 7%)	4.5%	0%	Administrative/indirect expenses including contracting, finance, IT, and administrative staff costs for positions that support contracting with HHAP funds.	Use of funds to cover administrative expenses is required to effectively administer any grant program and funding for any program of this size. We administer approximately 50 contracts each year that include HHAP funding. If we don't adequately support staff capacity and infrastructure to administer funds at this scale, then we risk not being able to utilize the funding within the given timeframes.	Our use of admin/indirect funds has been fairly consistent across all revenue sources regardless of the origin, as required to administer the associated funding and provide program oversight and contract monitoring and evaluation as well as required grant reporting.
Total:	100%	10%			

Table 7. Demonstrated Need

Complete ONLY if you selected Interim Housing/Congregate/Non-Congregate Shelter as an activity on the Funding Plans tab.

Demonstrated Need	
# of available shelter beds	*3229*
# of people experiencing unsheltered homelessness in the homeless point-in-time count	*7135*
Shelter vacancy rate (%) in the summer months	*52%*
Shelter vacancy rate (%) in the winter months	*36%*
% of exits from emergency shelters to permanent housing solutions	*36%*
Describe plan to connect residents to permanent housing.	

Shelter vacancy rates continue to be artificially high due to maintaining pre-COVID inventory levels in HMIS/HIC (per discussion with HUD) even though up to 50% of beds in existing congregate shelter sites have been offline since COVID decompression and temporary facility closures began in 2020 (many programs have not yet returned to their full capacity at pre-COVID levels). Inventory/total beds were not reduced in our HIC per community decision, so vacancy rates reflect all of the beds that remain unavailable in congregate settings. Since this may end up being a long-term situation, our CoC will revisit whether to remove those beds from HMIS in the future, so that are occupancy rates don't appear artifically low compared to actual available inventory. Also impacting the vacancy rate is the fact that we still have some shelter programs where people coming in are not reflected through the Coordinated Entry crisis queue and aren't recorded in HMIS. We would like to see all shelters enrolled in HMIS and using CE, but there are still a few whose inventory is added manually to the HIC/HMIS bed inventory, but utilization isn't captured there. These are usually privately-funded/faith-based programs that in the absence of County funding don't have the same program requirements.

The goals for use of HHAP funds is to support more non-congregate shelter options that can offset beds no longer in use, as well as increase interim housing in general, beyond existing levels. Shelter residents are connected to our Coordinated Entry system- those interested in crisis resources are put in the crisis queue which is used to fill shelter and other interim housing beds, and those who screen as high priority are assessed further for matching to permanent housing. Most new interim housing programs coming online include flexible funding/exit resources in their program budgets to support housing exits for those who aren't prioritized for a housing subsidy through CE. The community's goal in bringing on more non-congregate shelter, as discussed in our Home Together 2026 Community Plan, is to invest in sites that can eventually be converted to permanent housing (the Roomkey to Homekey model) with an assumption that resources for unsheltered homelessness will eventually decrease over our 5 year plan as we increase exits to permanent housing. Our System Modeling plans for a one-time shelter surge (which, if funded, would add 1,625 shelter units temporarily to our system) to address the current large numbers of unsheltered people, while housing capacity is built up in parallel.

Homeless Housing, Assistance & Prevention (HHAP) Funding Rounds 3 & 4

June 6, 2023



DUBLIN
CALIFORNIA

HHAP Funding Overview

- California Interagency Council on Homelessness. AB-101 (2019), AB-83 (2020), AB-140 (2021)
- HHAP Rounds 1 & 2 - $950 million in grant funding to fund regional coordination and collaboration in response to homelessness. Expand and develop the capacity to address immediate challenges
- HHAP Round 3 & 4 - $2 billion in grant funding to continue efforts to end and prevent homelessness
- Funding to 13 Largest Cities. 58 Counties. 44 Continuums of Care
- Alameda County – Administrative entity for the Tri-Valley. Livermore is in the County Vendor Pool and coordinates a regional contract
- HHAP Rounds 1 & 2 - $8,460 to Goodness Village as part of the FY2022-23 Human Services Grant Program

HHAP Funding Rounds 3 & 4

- Dublin Allocation - $37,393. Eligible for an additional $13,897. Total $51,690
- Eligible Expenses per CALICH:
  - **Rapid Rehousing** – rental subsidies and incentives to landlords, including security deposits
  - **Operating Subsidies** – new and existing affordable/supportive housing units, emergency shelters, navigation centers
  - **Street Outreach** – assist persons experiencing homelessness with access to housing/services
  - **Services Coordination** – access to programs that promote housing stability
  - **Systems Support** – assist in partnerships to maintain a regional housing delivery system
  - **Delivery of Permanent/Innovative Housing** – hotels and motel conversions
  - **Shelter Diversion** – access to permanent housing, including rental subsidies
  - **Interim Sheltering** – newly developed congregate, new and existing non-congregate, and operations of existing based on need
- 7% of funding – Administrative Costs
- 10% of funding – Youth Set Aside
- Obligation Deadline – Met no later than May 31, 2025 (bonus funding)

HHAP Funding Options & Next Steps

- Four Proposed Options:
  - **Vineyard 2.0 Project** (Operations)
    - 24-unit supportive housing development
  - **Tri-Valley Haven Shelter** (Operations)
    - 16-bed temporary shelter
  - **City Serve of the Tri-Valley** (Rental Assistance)
    - Rental assistance to those currently experiencing homelessness
  - **Goodness Village** (Operations)
    - 28-unit single occupancy, permanent tiny home community

- Based on City Council direction, Staff will begin working with Staff from Alameda County, NPO, and City of Livermore for disbursement

Questions?

Agenda Item 8.2

STAFF REPORT
CITY COUNCIL

DATE: June 6, 2023

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Discussion on Mayor and City Council Term Limits
Prepared by: John Bakker, City Attorney & John Stefanski, Assistant to the City Manager

EXECUTIVE SUMMARY:

The City Council will receive a report on Mayor and City Council Term Limits. At the March 11, 2023 City Council Team Building Meeting, the City Council directed Staff to prepare an item for discussion on Term Limits.

STAFF RECOMMENDATION:

Receive the report, discuss, and provide direction as needed.

FINANCIAL IMPACT:

There is no financial impact associated with a discussion item. Should the City Council request, at a later date, the inclusion of term limits on the ballot, there would be costs associated with a consolidated election as described below.

DESCRIPTION:

At the March 11, 2023 City Council meeting, the City Council discussed the upcoming transition to district-based elections starting in 2024. Specifically, concerns were raised around whether the total eight-year term limit could impact the ability to recruit Council and Mayoral candidates and whether the City Council should evaluate changes to the term limits. The Council asked to review term limits for other local agencies and to hold a future discussion regarding the City's current term limit policy.

Current Policy

Current regulations governing Mayor and City Council Term Limits were approved by Dublin voters in November 1996. As a result, the City Council adopted Ordinance 18-96 confirming this vote and adding Section 2.08.050 to the Dublin Municipal Code. Under this ordinance, the term

limits are as follows:

"No person shall serve as Councilmember for more than two (2) consecutive terms, nor shall any person serve as Mayor for more than four (4) consecutive terms. In addition: (A) no person who has served as a Councilmember for one (1) term shall serve more than two (2) terms as Mayor if the terms as Councilmember and Mayor are consecutive; (B) no person who has served as Councilmember for two (2) consecutive terms shall serve a consecutive term as Mayor; (C) no person who has served as Mayor for three (3) or four (4) consecutive terms shall serve a consecutive term as a Councilmember; (D) no person who has served as Mayor for two (2) consecutive terms shall serve more than one (1) succeeding consecutive term as Councilmember; (E) no person who has served consecutive terms as Mayor and Councilmember shall serve more than one (1) more consecutive term as Mayor; and (F) no person who has served consecutive terms as Mayor and Councilmember shall serve another consecutive term as Councilmember. As used herein, a person shall be considered to have served a term of office as a Councilmember if such person has served as a Councilmember for two (2) years plus one (1) day and a person shall be considered to have served a term of office as Mayor if such person has served as Mayor for one (1) year plus one (1) day."

Term Limits in Neighboring Jurisdictions

Term Limits for the Mayor and City Council vary among the Cities in Alameda County and the Tri-Valley Region. A summary of these term limits can be found in the table below:

Maximum Consecutive Years Served by Position & Total Maximum Consecutive Years Served on City Council				
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Fremont	8	8	16	Yes
Hayward	-	-	-	No
Livermore	8	8	16	Yes
Newark	-	-	-	No
Pleasanton	8	8	16	Yes
San Leandro	8	8	16	Yes
San Ramon	8	-	8 (Mayor only)	Yes
Union City	12	12	12	Yes

A sample of the regulations, or lack thereof, for these cities can be found below:

Jurisdiction	Term Limit
Danville	None
Fremont	**Mayor**—No mayor who has served terms comprising eight (8) consecutive years as mayor shall be qualified for further service in that office until he or she has a break in service in that office of at least four (4) years. **City Council**—No Councilmember who has served terms comprising eight (8)

	consecutive years as a councilmember shall be qualified for further in that office until he or she has a break in service in that office of at least four (4) years. The disqualifications imposed by this section shall not prevent a person who is disqualified from serving as mayor from serving as a councilmember or a person who is disqualified from serving as a councilmember from serving as mayor. However, any person who has served terms comprising sixteen (16) consecutive years in the offices of mayor and councilmember shall be disqualified from further service in either office until he or she has a break in service from both offices of at least four (4) years. Time spent in office while serving less than a full term shall not be counted in computing consecutive years in any office. Time spent in office prior to the enactment of this section shall not be counted in computing consecutive years in any office. In computing the number of years served, full, four-year (4) terms shall count as four (4) years of service even though the period encompassed by such terms may not be exactly four years in duration. The term of office for the mayor and each councilmember shall be four (4) years. *Fremont Municipal Code 2.05.100; 110*
Hayward	None
Livermore	Mayor—No person who has served terms totaling eight (8) consecutive years as mayor shall be qualified for further service in that office until he or she has a break in service in that office of at least two (2) years. The office of the mayor shall be an elective office, and the term thereof shall be two (2) years. City Council—No person who has served terms totaling eight (8) consecutive years as a Council member shall be qualified for further service in that office until he or she has a break in service in that office of at least two (2) years. The disqualifications imposed by this section shall not prevent a person who is disqualified from serving as mayor from serving as Council member or a person who is disqualified from serving as a Council member from serving as mayor. However, any person who has served terms totaling sixteen (16) consecutive years in the offices of mayor and Council member shall be disqualified from further service in either office until he or she has a break in service from both offices of at least two (2) years. As used in this section, a person shall be considered to have served a "term" of office if such person has served one-half of a full term of office plus one (1) day. A term of office for a member of the City Council shall be four (4) years. *Livermore Municipal Code Section 2.04.040*
Newark	None

Pleasanton	**Mayor**— A mayor shall serve no more than four (4) consecutive terms and a person who has been appointed or elected to mayor for more than one year shall serve no more than three additional terms. The mayor shall hold office for a term of two years from and after the date and time at which the mayor was declared elected and was installed and shall hold office until his or her successor is elected and qualified. **Councilmember—**A council member (other than mayor) shall serve no more than two consecutive terms and a person who has been appointed or elected to council for more than two years shall serve no more than one additional term. Each such council member shall hold office for a term of four years from and after the date and time at which he or she was declared elected and was installed and shall hold office until his or her successor is elected and qualified. *Pleasanton Municipal Code Section 2.04.015*
San Leandro	**Mayor—**No person shall be eligible for the office of Mayor who has served two, complete four-year terms as Mayor immediately prior to the term for which such person seeks election or appointment. **Councilmember—**No person shall be eligible for the office of Council Member who has served two, complete four-year terms as Council Member immediately prior to the term for which such person seeks election or appointment. Council Members and the Mayor shall hold office for four years. The term of office shall commence on January 1 following the election. *San Leandro City Charter, Article II, Sections 235, 365, 270*
San Ramon	**Mayor--**The mayor shall be elected for a two-year term on the first Tuesday following the first Monday of each even-numbered year and shall be limited to such number of terms as are specified in the Charter of the city. No elected Mayor shall serve for more than four two-year terms except that a cumulative total of nine years may be served if one of those terms was lengthened as the result of change the date of the general municipal election. *San Ramon City Charter Article III. San Ramon Municipal Code Section A4-2.A*
Union City	**Mayor and Councilmember--**Neither the Mayor nor any member of the City Council shall serve in the same office for more than three (3) consecutive terms. For purposes of this chapter, the office of Mayor and the office of City Councilmember are distinct offices. At any municipal election after the expiration of two (2) years following said consecutive elective terms, a former Councilmember or Mayor may again seek election to City Council or as Mayor. For purposes of applying this chapter, any time in office served for a partial term, whether appointed or elective, shall not be considered. *Union City Municipal Code Section 2.07.020-2.07.030*

Ballot Measure Timeline

Any changes to the City's term limits would require a vote of Dublin citizens. Should the City Council wish to initiate a ballot measure revising or repealing the existing term limits, in the March 5, 2024, Presidential Primary Election, it must meet Alameda County's December 8, 2023 deadline for filing a resolution requesting consolidation with the Presidential Primary Election and setting forth the ballot question. To meet that deadline, the City Council would need to adopt (by a 2/3 vote) a Resolution (1) calling for an election, (2) requesting consolidation with the Presidential Primary Election, and (3) setting forth the Ballot for the measure. To meet this deadline, such action would take place at the November 7, 2023, City Council meeting.

The City Council may also consider submitting a ballot measure consolidated with a later election, like the November 5, 2024 Presidential Election.

Effective Date

If the ballot measure passes, changes to the term limits would be considered adopted upon the date the vote is declared by the City Council and would go into effect ten (10) days after that date. Election results are typically certified several weeks after the election, the vote would likely be declared at an April 2024 City Council meeting.

Costs

According to the Alameda County Registrar of Voters, participation in the Countywide Consolidated Primary Election costs between $7-$9 per voter. Using the number of registered voters for the November 2020 Election (34,207), Staff estimates the cost of placing a ballot measure to be between $239,449 and $307,863.

Alternatives

At this juncture, Staff is seeking feedback from the City Council on any potential changes to the City's current term limits. The City Council could opt to (1) remove term limits, (2) amend current term limits, or (3) take no further action and leave the current term limits in place.

When comparing with neighboring jurisdictions, the City's term limit structure is the most limiting. Should the City Council seek to amend the current term limit structure, staff would recommend aligning with the term limit structures of these jurisdictions and increasing the total maximum years served to either 12 (Union City) or 16 (Pleasanton, Livermore).

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

None.

Mayor and City Council Term Limits

June 6, 2023



DUBLIN
CALIFORNIA

Background

- City will be transitioning to District-Based Elections in 2024.
- March Council Team Building
  - Discussion around current term limits impacting the ability to recruit Council Candidates.
    - Requested a review of term limits for other agencies and discussion regarding the current City policy.

Current Policy

- Current regulations governing term limits were approved by voters in November 1996.
  - *"No person shall serve as Councilmember for more than two (2) consecutive terms, nor shall any person serve as Mayor for more than four (4) consecutive terms…"*
    - *Councilmember Term: 2 years plus 1 day*
    - *Mayor Term: 1 year plus 1 day*

How Does Dublin Compare?

Maximum Consecutive Years Served by Position & Total Maximum Consecutive Years Served on City Council				
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Pleasanton	8	8	16	Yes
San Leandro	8	8	16	Yes
San Ramon	8	-	8 (Mayor only)	Yes
Union City	12	12	12	Yes

Ballot Measure Process

- Changes to term limits requires vote of Dublin citizens.

Key Milestone	Date
Last regular Council Meeting to adopt Resolution that: (1) Calls for an election (2) Requests consolidation with Presidential Primary Election (3) Sets forth the ballot for the measure	November 7, 2023
County deadline to file resolution requesting consolidation with Presidential Primary Election	December 8, 2023
Presidential Primary Election	March 5, 2024

- November 5, 2024, Presidential Election is an alternative option.

Conclusions

- When comparing with neighboring jurisdictions, the City's term limit structure is the most limiting.
- Options for the Council to Consider:
  - Leave current term limits in place.
  - Amend current term limits.
  - Remove term limits.

Next Steps

- Staff is seeking feedback on any potential changes to current term limit structure.
  - Should the Council wish to amend the current structure, staff would recommend aligning with the term limit structures of neighboring jurisdictions in the Tri-Valley or Union City.

Questions and Comments

June 6, 2023

SB 343

Senate Bill 343 mandates supplemental materials that have been received by the City Clerk's office that relate to an agenda item after the agenda packets have been distributed to the City Council be available to the public.

The attached documents were received in the City Clerk's office after distribution of the June 6, 2023, Regular City Council meeting agenda packet.

Item 8.2

REVISED – June 6, 2023

Agenda Item 8.2

DUBLIN
CALIFORNIA

STAFF REPORT
CITY COUNCIL

DATE: **June 6, 2023**

TO: Honorable Mayor and City Councilmembers

FROM: Linda Smith, City Manager

SUBJECT: Discussion on Mayor and City Council Term Limits
Prepared by: John Bakker, City Attorney & John Stefanski, Assistant to the City Manager

EXECUTIVE SUMMARY:

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STAFF RECOMMENDATION:

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recommend aligning with the term limit structures of these jurisdictions and increasing the total maximum years served to either 12 (Union City) or 16 (Pleasanton, Livermore).

STRATEGIC PLAN INITIATIVE:

None.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

The City Council Agenda was posted.

ATTACHMENTS:

None.

ALAMEDA COUNTY FIREFIGHTERS
369 - 15th Street · Oakland, CA 94612
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS
LOCAL 55

June 6, 2023

Mayor Hernandez
Vice-Mayor McCorriston
Council-member Josey
Council-member Hu
Council-member Qaadri

Sent via Email Only

Dear Mayor Hernandez and Council Members,

I am writing to express support from Local 55 regarding potential changes to the Mayor and City Council elections. I believe the proposed recommendations in the report will help ensure transparency, fairness, and accountability in our local government and bring term limits in-line with other communities in the surrounding areas.

Local 55 would encourage any term limit changes to be presented to the voters during the March primary elections. This is good governance and would not confuse the electorate during the November general election cycle.

Thank you for taking the time to consider this matter, and I look forward to positive change moving forward.

Sincerely,

Sean Burrows
President