City of South Lake Tahoe
City Council
Meeting Agenda
Tuesday, November 18, 2025 at 5:30 pm
City Hall - Council Chambers - 1901 Lisa Maloff Way, South Lake Tahoe

City Council
Cody Bass, Mayor
Vacant, Mayor Pro Tem
Scott Robbins, Councilmember
David Jinkens, Councilmember
Keith Roberts, Councilmember

Mission of the City Council
We provide responsive and effective local government by maintaining a safe, livable, and well-managed city through smart investment, reliable services, and thoughtful planning.

Public Participation
City Council meetings are held in person at the time and location listed on this agenda. Meetings are live-streamed on Channel 21, City website at www.cityofslt.us, YouTube at https://www.youtube.com/channel/UC3LYne8Ih-kTPLnnuyJW9SQ/live and via ZOOM at this link https://us02web.zoom.us/j/85294805596
A public agenda packet is available for review at City Hall, 1901 Lisa Maloff Way, on the City's Website at www.cityofslt.us, or by contacting the City Clerk's Office, (530) 542-6005 or sblankenship@cityofslt.us
Providing Public Comment:

In Person: Every agenda for regular meetings provides an opportunity for members of the public to directly address the legislative body (City Council), on any item of public interest which is within the jurisdiction of the City Council during Public Communications. For items on the agenda or in connection with any item which the City Council will consider, the public is given the opportunity to comment before or during the City Council's consideration of the item [Government Code Section 54954.3(a)].

Remote Participation: If you are joining the meeting via ZOOM and would like to make a comment, press the "raise a hand" button. If you are joining the meeting via Channel 21 or live stream and would like to make a comment, please call (530) 542-6500. The Webinar ID is: 852 9480 5596. Press *9 to indicate a desire to make a comment. Press *6 to unmute your phone. The Clerk will call you by the last three digits of your phone number when it is your turn to speak. ***Note: The Mayor reserves the right to conduct the meeting with in-person public participation only, if there is a technology malfunction that precludes the use of remote public participation.***

In Writing: Written comments received by 3 p.m. the day before the meeting will be distributed to City Council prior to the meeting. Written public comment regarding any item on this agenda may be sent to PublicComment@cityofslt.us. When emailing comments, identify the agenda item number in the subject line to which your comments relate. Any such comment that is a public record and is emailed to

PublicComment@cityofslt.us or otherwise provided to a majority of the City Council before the meeting will be made available for public inspection during normal business hours at the City Clerk's Office located at City Hall, 1901 Lisa Maloff Way, South Lake Tahoe [Government Code Section 54957.5(b)]. Written comments will not be read out loud during the meeting.

The City Council Chambers meeting facility is accessible to people with disabilities. Every reasonable effort will be made to accommodate any person needing special assistance to attend this meeting. Contact the City Clerk at (530) 542-6005 at least 48 hours in advance of the meeting for assistance [28 CFR 35.102.35.104 ADA Title II and Brown Act Government Code Sections 54953.2, 54954.1, 54954.2, and 54957.5].

Spanish Interpretations: The public may access Spanish interpretation using the ZOOM link listed on the front of the Agenda from an internet device (smartphone, laptop, tablet, home computer) with audio capabilities and selecting the Spanish language option. Persons without an internet device may attend the meeting in-person and a device will be provided while supplies last. Requests for interpreter services to offer public comment may be made by contacting the City Clerk.

Land Acknowledgement
Land Acknowledgement - The City of South Lake Tahoe acknowledges the lands we occupy today are the lands and home of the Waší̌šiw, the people from here known today as the Washoe Tribe of Nevada and California, a sovereign nation. Since the beginning of time and for thousands of years before the arrival of any other people, the Washoe lived here and cared for this place, with values and intention that we can all learn from. On behalf of the City Council, I would like to acknowledge, thank, and honor the Indigenous Washoe Tribal Communities that are the past, present, and future stewards of the Lake Tahoe Basin.

Call to Order/Pledge of Allegiance

Roll Call

Closed Session Report

Proclamation

1. Proclamation Recognizing November 2025 as "Youth Homelessness, Outreach, Prevention, and Education Month"
   Requested Action / Suggested Motions: Issue a Proclamation to Tahoe Youth and Family Services recognizing November 2025 as "Youth Homelessness, Outreach, Prevention, and Education Month".
   Responsible Staff Member(s): Susan Blankenship, City Clerk
   Item 1- Executive Summary.pdf
   Proclamation Recognizing November 2025 as HOPE Month.pdf

Public Communications
This is the public's opportunity to speak on any topic NOT LISTED on this agenda. Comments shall be limited to four (4) minutes. In accordance with the Brown Act, the City Council cannot deliberate or vote on any matter raised under public communications, but may briefly respond to statements made or questions posed. (Government Code Sections 54954.2)

City Commission Reports

Consent Agenda
Public Comment - This is the public's opportunity to speak on any topic listed on the Consent Agenda. Comments shall be limited to three (3) minutes per item and six (6) minutes total per speaker.
The consent agenda consists of items of a repeating or routine nature considered under a single action. Any Councilmember may have an item on the consent agenda removed and considered separately upon

request.

Pass a Motion to adopt the Consent Agenda in one motion except as indicated at each item.

2. City Council Meeting Minutes
Requested Action / Suggested Motions: Pass a Motion approving the minutes from the November 4, 2025, City Council meeting.
Responsible Staff Member(s): Michelle Davis, Assistant City Clerk
Item 2- Executive Summary.pdf
11 04 2025 City Council Meeting Minutes.pdf

3. 3-Year Runway 18 NAVAID Facility Professional Service Agreement
Requested Action / Suggested Motions: Pass a Motion authorizing and directing the Mayor to execute a Professional Service Agreement with Safe Flight Instrument Landing Systems for the 3-Year Runway 18 NAVAID Facility in the amount of $35,000.00 per year for 3 years, with an optional $5,000 allocation for work deemed necessary by the City, for a contract total of $110,000.00.
Responsible Staff Member(s): John Dickinson Interim Public Works Director, Milan Jevic, Acting Airport Manager
Item 3- Executive Summary.pdf
01-Staff Report - Safe Flight Agreement.docx
02- SafeFlight PSA.pdf
03-SAFE FLIGHT BID FINAL.pdf

4. Agreement with Meteor Education LLC for Office Furniture for Multigenerational Recreation & Aquatics Center
Requested Action / Suggested Motions: Pass a Motion authorizing and directing the Mayor to execute the Professional Services Agreement with Meteor Education in the amount of $85,222.51 for the purchase, delivery, storage and installation of the furniture, fixtures and equipment for the administrative offices, lifeguard offices, maintenance area and trash receptacles for the new Multigenerational Recreation and Aquatic Center.
Responsible Staff Member(s): John Stark, Director of Parks & Recreation
Item 4- Executive Summary.pdf
01-Staff Report-Agreement with Meteor Education Office Furniture.docx
02-Agreement with Meteor Education Office Furniture.docx
03-Meteor Master Agreement.pdf

5. Purchase of Chevrolet 2500HD 4WD Crew Cab for the Building Facilities Division
Requested Action / Suggested Motions: Pass a Motion authorizing the City Manager to purchase: One (1) Chevrolet 2500 HD in the amount of $63,400.80.
Responsible Staff Member(s): John Dickinson, Interim Director of Public Works, and Phil Harwood, Maintenance Manager
Item 5- Executive Summary.pdf
01-Staff- Purchase Vehicle
02- Chevrolet 2500 invoice.pdf
03- BidSummary Chevy 2500.pdf

6. Ordinance Amending City Code Section 1.20.10 City Seal (Second Reading)
Requested Action / Suggested Motions: Pass an Ordinance Amending City Code Section 1.20.10 City Seal.
Responsible Staff Member(s): Susan Blankenship, City Clerk
Item 6- City Seal ORD.pdf
01-Staff Report - Ordinance City Seal (second reading).docx
02-Ordinance Amending City Seal.docx
03-Notice of Publication

7. Ordinance Amending South Lake Tahoe City Code, Title 6, Chapter 6.15 (Building Regulations), Section 6.15.010 and 6.15.160 by Adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), Including Green Building Code, Building Code, Fire Code, and Related Construction Codes (Second Reading)
Requested Action / Suggested Motions: Pass an Ordinance amending South Lake Tahoe City Code, Title 6, Chapter 6.15 (Building Regulations), Section 6.15.010 and 6.15.160 by Adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), Including Green Building Code, Building Code, Fire Code, and Related Construction Codes.
CEQA Determination: This action is exempt under CEQA Guidelines section 15061(b)(3) (common sense exemption).
Responsible Staff Member(s): Zach Thomas, Director of Development Services, and David Chapman, Acting Building Official
Item 7- Executive Summary.pdf
01-Staff Report - 2025 Building Code Adoption.docx
02-Ordinance - 2025 Building Code Adoption.docx
03-Notice of Publication

Regular-Unfinished Business

8. City Council Appointment, Limited Term
Requested Action / Suggested Motions: >City Council may either: 1) Pass a Motion appointing a member to serve the remaining term of office until December 2026, in which case the City Clerk would administer the Oath of Office and the newly appointed member may begin serving immediately; or 2) Pass a Motion directing the City Clerk to continue soliciting new applications from additional candidates for consideration December 9 or at an earlier special meeting; or 3) Pass a Motion directing the City Clerk to bring back a Resolution at the December 9 meeting calling for a Special Election to be consolidated with the June 2, 2026, Primary Election, to fill the vacancy.
Responsible Staff Member(s): Susan Blankenship, City Clerk
01-Staff Report-Appointment to City Council.docx
02-Notice of Intention to Fill Vacancy by Appointment.pdf
Boden-Redacted.pdf
Contreras Redacted.pdf
Gonzales-Combined-Redacted.pdf
Manfredi-Combined-Redacted.pdf
Moses_Redacted.pdf
Murin-Redacted.pdf
Neal_Redacted.pdf
Soave-Redacted.pdf
Soderston_Redacted.pdf
Turle-Redacted.pdf
Richardson_Redacted
Inshaw_Redacted.pdf
Kieschnick_Redacted.pdf
Rea_Redacted.pdf
Horgan_Redacted.pdf
Gonzalez_Redacted.pdf
Xistra_Redacted.pdf
Cade-Bauer_Redacted.pdf
Fink_Redacted.pdf
Williams_Redacted.pdf
Jimenez_Redacted.pdf
Balao_Redacted.pdf
Peverini_Redacted.pdf
Springer 2_Redacted.pdf
McCracken_Redacted.pdf

Morales_Redacted.pdf

Regular-New Business

9. 2026 City Council Meeting Schedule
Requested Action / Suggested Motions: Pass a Resolution adopting the 2026 City Council regular meeting schedule.
Responsible Staff Member(s): Susan Blankenship, City Clerk, and Joe Irvin, City Manager
Item 10 - Executive Summary.pdf
01-Staff Report - 2026 City Council Meeting Schedule.docx
02-Resolution - 2026 City Council Meeting Schedule.docx
03-2026 City Council Meeting Calendar (Exh. A to Reso).pdf

Agenda Planning Calendar

10. Agenda Planning Calendar
Requested Action / Suggested Motions: Identify, with consent of at least two Council Members, any desired future agenda items, and/or modify the Agenda Planning Calendar as desired.
Responsible Staff Member(s): Susan Blankenship, City Clerk, and Joseph Irvin, City Manager
Item 11- Executive Summary.pdf
APC 11 13 2025.pdf

Updates and Announcements (City Attorney, City Clerk, City Manager)

Councilmember Reports and Comments - Assignments to Boards, Committees, and Commissions

Adjournment
I, Susan Blankenship, City Clerk for the City of South Lake Tahoe, declare that the foregoing agenda for the Tuesday, November 18, 2025, was posted and available for review on Thursday, November 13, 2025, at City Hall, 1901 Lisa Maloff Way, South Lake Tahoe, CA 96150. The agenda was also available on the City's website at https://www.cityofslt.us.
Signed November 13, 2025

\\sb\\ Susan Blankenship, Elected City Clerk

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: November 18, 2025

Agenda Item #: 1

Agenda Item: Proclamation Recognizing November 2025 as "Youth Homelessness, Outreach, Prevention, and Education Month"

Executive Summary: City Council will issue a Proclamation to Tahoe Youth and Family Services recognizing November 2025 as "Youth Homelessness, Outreach, Prevention, and Education Month".

Requested Action / Suggested Motions: Issue a Proclamation to Tahoe Youth and Family Services recognizing November 2025 as "Youth Homelessness, Outreach, Prevention, and Education Month".

Responsible Staff Member: Susan Blankenship, City Clerk

Reviewed and Approved By: Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

Attachments:

Proclamation Recognizing November 2025 as HOPE Month.pdf

City of South Lake Tahoe
Recognizing November 2025 as
"Youth Homelessness, Outreach, Prevention, and Education Month"

Whereas, approximately 4.2 million young people ages 13 to 25 experience some sort of homelessness in the United States each year; and,

Whereas, while living on the streets or in their car, staying in shelters, couch surfing, youth may struggle to afford food, care for their mental or physical health, attend and complete school, and avoid dangerous and violent situations; and,

Whereas, the common reasons youth may run away or experience homelessness include family conflicts, being asked to leave home, verbal, emotional, and/or physical abuse, neglect, and financial problems at home; and,

Whereas, youth who experience homelessness are more likely to experience homelessness in adulthood; and,

Whereas, Tahoe Youth and Family Services works diligently in increasing public awareness, advocating on behalf of, and providing HOPE to vulnerable young individuals within the community through essential support services, housing, and counseling to address the needs of these young people.

Now, therefore, the City Council of the City of South Lake Tahoe does hereby proclaim November 2025 as "Youth HOPE Month" in South Lake Tahoe and calls upon all citizens to join in preventing and curtailing youth homelessness in our community.

_____ _____

Cody Bass, Mayor Susan Blankenship, City Clerk

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: November 18, 2025

Agenda Item #:2

Agenda Item: City Council Meeting Minutes

Requested Action / Suggested Motions: Pass a Motion approving the minutes from the November 4, 2025, City Council meeting.

Responsible Staff Member: Michelle Davis, Assistant City Clerk

Attachments:

11 04 2025 City Council Meeting Minutes.pdf

City of South Lake Tahoe
City Council
Meeting Minutes
Tuesday, November 4, 2025 at 9:00 am
City Hall - Council Chambers - 1901 Lisa Maloff Way, South Lake Tahoe

NOTE: The Meeting Minutes represent actions taken during the meeting of the City Council. Complete Council member discussions on Regular Session meeting items can be viewed in archived video recordings on the City's website at http://www.cityofslt.us Public submittals on items are retained in the administrative record and can be viewed in the City Clerk's repository at http://www.cityofslt.us

Land Acknowledgement
Mayor Bass read the Washoe Tribe land acknowledgement.

Call to Order/Pledge of Allegiance
Mayor Bass called the meeting to order at 9:01 a.m.

Roll Call
Present were Mayor Bass, and Councilmembers Robbins, Jinkens, and Roberts.

Also present were City Manager Irvin, City Attorney Stroud, and City Clerk Blankenship.

Closed Session Report
None.

Proclamations

1. **Proclamation Recognizing October 2025 as "National Pet Wellness Awareness Month"**
   Action: Issued a Proclamation to the Humane Society of Truckee-Tahoe recognizing October 2025 as "National Pet Wellness Awareness Month".

2. **Proclamation Recognizing October 2025 as "National Domestic Violence Awareness Month"**
   Action: Issued a Proclamation to Vista Rise Collective (formerly Live Violence Free) recognizing October 2025 as "National Domestic Violence Awareness Month".

City Commission Reports

1. Aimi Xistra-Rich, Arts, Culture, & Tourism Commission- Provided verbal report
2. Nicole Ramirez-Thomas, Parks and Recreation Commission- Provided verbal report
3. Jerry Bindel, Independent Citizens' Oversight Committee (Measure P)- Provided verbal report
4. John Messina, El Dorado Commission on Aging- Provided verbal report *written report provided
5. Alberto Manfredi, El Dorado Community Action Council- Provided written report
6. Robert Elrich, Tahoe Regional Planning Advisory Planning Commission- Provided written report

Public Comment was heard from the following people:

1. Scott Loberg- Equity in paving
2. Rebecca Bryson, Tahoe Art League- City mural approval process
3. Allison Hiburg, Mountain High Recovery Center- Importance of nonprofits in the City
4. Ed Mosur- Importance of supporting youth art programs, vetting process of Councilmembers
5. Leona Allen, District 5 Fish and Wildlife Commission Representative- Coexisting with bears, bear boxes at City campgrounds
6. Bob Aaron- Decision making of the City Council, support of murals in the city, Tahoe Blue clean ups, City DOJ audits
7. John Messina- Positive financial position of the City
8. Larry Pedigo- Support for Mayor Bass, support for donations for the Presbyterian Church, support for individuals to do their own vetting of City Councilmember candidates
9. Bob Poet- Affordable housing/workforce housing
10. Melissa Soderston- Bear advocacy, election day, PIT volunteers
11. Erick Abury- Bear advocacy

Consent Agenda

Note: Councilmember Robbins pulled Item 7 from the Consent Agenda.
Action: Moved/Seconded: Jinkens/Robbins
Yes: Bass, Robbins, Jinkens, Roberts
Action: Passed the consent agenda, noting item 7 was pulled and heard separately.

3. City Council Meeting Minutes

Action: Passed **Motion 2025-107** approving the minutes from the October 21, 2025, City Council meeting.

4. Update to Records Management Program and Records Retention Schedule

Action: Passed **Resolution 2025-089** adopting a Records Retention Schedule, authorizing Destruction of Certain City Records, and authorizing updates to the Records Retention Schedule, without any further action by the City Council, with the consent of the Department Head, City Clerk, City Attorney and City Manager.

Public Comment was heard from the following people:

1. Ed Mosur
2. Scott Loberg

5. Annual Arts, Culture, & Tourism Commission, and Parks & Recreation

Commission Action: Received and Filed.

6. Annual Planning Commission and Airport Land Use Commission

Action: Received and Filed.

7. Annual Police Advisory Commission Report

Note: This item was pulled from the Consent Agenda by Councilmember Robbins
Action: Moved/Second: Jinkens/Robbins
Yes: Bass, Robbins, Jinkens, Roberts
Action: Received and Filed.

The following person addressed the Council:

1. Erika Gonzalez, Chair, Police Advisory Commission

Public Comment was heard from the following people:

1. Larry Pedigo
2. John Messina

8. Annual Independent Citizens' Oversight Committee (Measure P)

Action: Received and filed

9. **Purchase of Bearcat G3 Pro Armored Vehicle From Lenco Industries**
Action: Passed **Motion 2025-108** authorizing the purchase of a Lenco Bearcat G3 Pro from Lenco Industries **(C-265-2025)** and associated travel and shipping costs utilizing Lenco's government GSA cooperative agreement per South Lake Tahoe City Code section 3.45.090 using exiting budget appropriations up to $433,963.88.
Public Comment was heard from the following people:
1. John Messina
2. Melissa Soderston

10. **Police Boat Safety and Enforcement – State FY 26/27 Financial Aid Application**
Action: Passed **Resolution 2025-090** authorizing the Police Chief to sign application to apply for financial aid through the CA Division of Boating and Waterways for 2026/2027 Police Boat Operations.

11. **Purchase of Freightliner Sander Truck**
Action: Passed **Motion 2025-109** authorizing the City Manager to purchase: One (1) Freightliner Sander Truck for $422,340.41, for Public Works, through Sourcewell Cooperative Agreements **(C-271-2025)**, per South Lake Tahoe City Code section 3.45.090 (Cooperative Purchasing).

12. **Authorization to Apply for South Tahoe Public Utility District (STPUD) Turf Rebate Program Action:** Passed **Motion 2025-110** authorizing staff to submit an application for the STPUD Turf Rebate Program in the amount of $5,000 per parcel.
Public Comment was heard from the following people:
1. Ed Mosur

13. **Ratify the City's three-year agreement with Insight Public Sector for Microsoft Product Licensing**
Action: Passed **Motion 2025-111** to: (1) Ratify the City's three-year agreement with Insight Public Sector under the County of Riverside Cooperative Purchasing Program for Microsoft enterprise licensing in the amount of $357,150.36; and (2) Authorize the City Manager to execute subsequent renewal agreements for Microsoft enterprise licensing, and other substantially similar IT subscription services, procured through valid cooperative purchasing contracts, provided that renewal terms are substantially the same as the current agreement; adequate funding is appropriated in the approved budget; and the authority remains in effect unless modified or rescinded by City Council.

14. **Amendment No. 5 to Professional Services Agreement with Wildscape Engineering, Inc.**
Action: Passed **Motion 2025-112** authorizing and directing the Mayor to execute Amendment No. 5 to the Agreement with Wildscape Engineering, Inc. **(C-266-2025)** for additional final bid documents, permits, construction support services, and QSP/SWPPP services for the Upper Bijou Park Creek Watershed Restoration Project for the amount of $150,000 for a total not-to-exceed contract amount of $705,258.51.

15. **Professional Services Agreement with PlaceWorks for the 2027-2035 Housing Element Update**
Action: Passed **Motion 2025-113** authorizing and directing the Mayor to execute Professional Service Agreement with PlaceWorks **(C-267-2025)**, in an amount not to exceed $200,000, for the development of the 2027-2035 Housing Element Update.

16. **Subrecipient Agreement with Tahoe Transportation District for Senate Bill 125 Funds For Microtransit EV Charging Base Station**
Action: Passed **Resolution 2025-091** authorizing and directing the Mayor to execute a subrecipient agreement with Tahoe Transportation District for $500,000 in SB 125 funds to build an EV Charging Base Station at 1700 D Street.
Public Comment was heard from the following people:
1. Scott Loberg

Public Hearing

17. **Ordinance Amending South Lake Tahoe City Code, Title 6, Chapter 6.15 (Building Regulations), Section 6.15.010 and 6.15.160 by Adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), Including Green Building Code, Building Code, Fire Code, and Related Construction Codes (First Reading)**
    Action: Moved/Seconded: Robbins/Jinkens
    Yes: Bass, Robbins, Jinkens, Roberts
    Action: Passed **Motion 2025-114** to hold a first reading (by title only) of an Ordinance amending South Lake Tahoe City Code, Title 6, Chapter 6.15 (Building Regulations), Section 6.15.010 and 6.15.160 by Adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), Including Green Building Code, Building Code, Fire Code, and Related Construction Codes and refer second reading and adoption to the November 18, 2025, meeting.
    Public Comment was heard from the following people:
    1. Scott Loberg

Regular-Unfinished Business

18. **Reducing the City's Cannabis Business and Professions Tax Rate and Eliminating Public Safety Mitigation Fee**
    Note: Mayor Bass recused himself from participating in this item due to financial interested in the cannabis industry, and left the meeting. Councilmember Robbins presided.
    Action: Moved/Seconded: Robbins/Jinkens
    Yes: Robbins, Jinkens, Roberts
    Recused (absent): Bass
    Action: Pass: (1) **Resolution 2025-092** Reducing Cannabis Tax Rate from 6 Percent to 3 Percent of Gross Receipts and Exempting Tax for Medical Cannabis; and
    (2) **Resolution 2025-093** Eliminating Public Safety Mitigation Fee, 3) Pass **Motion 2025-115** authorizing Councilmember Robbins to execute the Resolutions.
    Public Comment was heard from the following people:
    1. Scott Loberg
    2. Jess, Cannablue
    3. Larry Pedigo
    4. Jude Wood, Boys and Girls Club of Lake Tahoe
    5. Cheyenne Laine, Tahoe Youth and Family Services
    6. Chelcee Thomas, Visa Live Collective
    7. Karen Houser, Encompass Youth
    8. Allison Hibbard, Mountain High Recovery Center
    9. Melanie Turner, Tahoe Green
    10. John Messina
    11. Lisa Greshan
    12. No name provided
    13. David Turner, Tahoe Green
    14. Melissa Soderston
    15. Angie Reagan

    Note: At this time, Mayor Bass returned to the meeting and presided.

19. Preapproved Accessory Dwelling Unit (ADU) Designs Approval

Action: Moved/Seconded: Robbins/Roberts
Yes: Bass, Robbins, Jinkens, Roberts

Action: Passed **Motion 2025-116** accepting the four selected ADU designs, authorizing and directing the Mayor to execute the amendment with Workbench **(C-269-2025)** to develop a booklet of modular/prefabricated products for an additional $5,900, and directing staff to preapprove 1-2 ADU designs from the modular/prefabricated product list.

The following people addressed the Council:

1. Jamileh Cannon, Workbench
2. Manasi Bapat, Workbench

Public Comment was heard from the following people:

1. Scott Loberg
2. Larry Pedigo
3. John Messina
4. Ed Mosur

20. Update on Discussions with Heavenly Resort on Annexation and Parking

Note: City Manager Irvin recused himself from participating in this agenda item due to property interest in the area, and left the meeting.
Action: Moved/Seconded: Bass/Jinkens
Yes: Bass, Jinkens, Roberts
No: Robbins
Action: Passed **Motion 2025-117** providing direction to staff to continue to pursue the Heavenly area annexation and whether to negotiate an agreement to allow use of street parking for employees and guests of Heavenly Resort, with safety as a top priority.
Public Comment was heard from the following people:

1. Scott Loberg
2. Larry Pedigo
3. Brain Bigley, Heavenly Resort
4. Kelley O'Hare
5. Sarah Pridemore
6. Melissa Soderston

Written Public Comment was received from the following people:

1. Alan Masters
2. June Stefani

Regular-New Business

21. Update to Master Fee Schedule to Add User Fees for Multigenerational Recreation & Aquatics Center

Action: Moved/Seconded: Jinkens/Bass
Yes: Bass, Jinkens, Roberts
No: Robbins
Action: Passed **Resolution 2025-094** updating the Master Schedule of Fees and Charges for City Services to include the proposed fees for the new Multigenerational Recreation & Aquatics Center included as Exhibit "A" to the Resolution.
The following person addressed the Council:

1. Cindy Sconce, Government Consulting Services

Public Comment was heard from the following people:

1. Larry Pedigo
2. Jerry Bindel, Parks and Recreation Commission

22. Sign Ordinance Update

Action: Moved/Seconded: Robbins/Roberts
Yes: Bass, Robbins, Jinkens, Roberts
Action: Passed **Motion 2025-118** providing direction to appoint members to an ad hoc committee discussing amending South Lake Tahoe City Code Chapter 6.40 - Signs and Advertising Structures to a later City Council meeting.
Public Comment was heard from the following people:

1. Scott Loberg
2. Ed Mosur
3. John Messina
4. Steve Teshara, Tahoe Chamber
5. Melissa Soderston

23. Legislative Agenda

Action: Moved/Seconded: Jinkens/Bass
Yes: Bass, Robbins, Jinkens, Roberts
Action: Passed **Motion 2025-119** moving this agenda item to the December 9, 2025, City Council meeting.

24. Time Share and Condominium Conversion – Margaritaville Request

Note: Councilmember Roberts recused himself from participating in this item due to his spouse's employment, and left the meeting.
Action: Moved/Seconded: Jinkens/Robbins
Yes: Bass, Robbins, Jinkens
Recused (absent): Roberts
Action: Passed Motion) Direct staff to explore feasibility of an Ordinance amendment to South Lake Tahoe City Code Section 6.60.040 (Use permits) to allow timeshare and condominium conversions within the Tourist Core Area Plan – Tourist Center geographic area contingent on a mutually agreed upon agreement to be approved by the City Council to ensure Transient Occupancy Tax (TOT) revenues loss from the removal of lodging accommodations is adequately addressed.
Public Comment was heard from the following people:

1. Nick Exline, Margaritaville
2. Scott Loberg
3. John Messina

Note: At this time, Councilmember Roberts returned to the meeting.
Note: At this time, Councilmember Jinkens left the meeting.

25. Ordinance Amending South Lake Tahoe City Code Section 1.20.10 (City Seal) (First Reading)

Action: Moved/Seconded: Robbins/Roberts
Yes: Bass, Robbins, Roberts
Action: Passed **Motion 2025-121** to hold first reading, by title only, of an Ordinance amending City Code Section 1.20.10 (City Seal), and refer to second reading and adoption to the November 18, 2025, meeting.
Public Comment was heard from the following people:

1. Scott Loberg

Agenda Planning Calendar

26. Agenda Planning Calendar

Action: Received and filed.

Updates and Announcements (City Attorney, City Clerk, City Manager)

City Clerk Blankenship

1. One resignation on the Independent Citizens' Oversight Committee (Measure P) and one resignation on the Planning Commission. These will be added to the January 13 Commission/Board appointments.

City Manager Irvin

1. Presenting at the State of the South Shore hosted by the Tahoe Chamber
2. Bear boxes at the City campgrounds
3. Thank you to City Clerk Blankenship

Councilmember Reports and Comments - Assignments to Boards, Committees, and Commissions

Councilmember Robbins

1. Unable to attend Clean Tahoe Meeting

Councilmember Roberts

1. Attended Special Clean Tahoe Meeting

Adjournment

Mayor Bass Adjourned the meeting at 5:05 p.m.

_____ Date:_____

Cody Bass, Mayor

Attest:_____

Susan Blankenship, City Clerk

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: November 18, 2025

Agenda Item #:3

Agenda Item: 3-Year Runway 18 NAVAID Facility Professional Service Agreement

Executive Summary: The Localizer and Precision Approach Path Indicator require maintenance and inspections in accordance with FAA guidelines. On September 16, 2025, bids were opened for a three-year maintenance service contract for the airportâ€™s navigational aids, including the Runway 18 Precision Approach Path Indicator (PAPI), Runway 18 Non-Precision Approach 15-Watt Localizer (LOC), and Runway 18 Distance Measuring Equipment (DME). Collectively, these systems are referred to as the â€œNAVAID Facilities.â€ Safe Flight Instrument Landing Systems submitted the lowest responsive and responsible bid and is being considered for the maintenance contract, pending approval of the service agreement. No General Fund dollars will be used for this project; it will be funded entirely through the Airport Enterprise Fund cash balance.

Requested Action / Suggested Motions:

Pass a Motion authorizing and directing the Mayor to execute a Professional Service Agreement with Safe Flight Instrument Landing Systems for the 3-Year Runway 18 NAVAID Facility in the amount of $35,000.00 per year for 3 years, with an optional $5,000 allocation for work deemed necessary by the City, for a contract total of $110,000.00.

Responsible Staff Member: John Dickinson Interim Public Works Director, Milan Jevic, Acting Airport Manager

Reviewed and Approved By: Susan Blankenship, City Clerk Olga Tikhomirova, Finance Director Heather Stroud, City Attorney

Attachments:

01-Staff Report - Safe Flight Agreement.docx
02- SafeFlight PSA.pdf
03-SAFE FLIGHT BID FINAL.pdf

City of South Lake Tahoe
Report to **City Council**

Meeting Date: November 18, 2025

Title: 3-Year Runway 18 NAVAID Facility Professional Service Agreement

Location: City Airport, 1901 Lisa Maloff Way, South Lake Tahoe, CA 96150

Responsible Staff Member: Milan Jevic, Acting Airport Manager, John Dickinson Interim Public Works Director

Background: The Airport needs a 3-year maintenance service contract in place to maintain three air navigation aids collectively referred to as "NAVAID Facilities" which include: Runway 18 Precision Approach Path Indicator (PAPI), Runway 18 Non-Precision Approach 15-Watt Localizer (LOC), and Runway 18 Distance Measuring Equipment (DME).

The work must be performed by use of a Federal Aviation Administration (FAA) certified maintenance technician. The vendor will maintain all three air navigation aids as a certified part of the National Airspace System (NAS) in accordance with the requirements of the Federal Aviation Administration (FAA).

Issue and Discussion: The 3-Year Runway 18 NAVID Facility Professional Service Agreement was advertised on PlanetBids as a Request for Proposals (RFP) on September 16, 2025. The City received one (1) proposal which was openly and publicly read on 10/08/2025. The proposal was from Safe Flight Instrument Landing Systems, with an annual bid of $35,000.00 for each year, with an optional $5,000 allocation for work deemed necessary by the City, totaling $110,000.00 for the 3-year maintenance contract. Lake Tahoe Airport intends to award the maintenance contract to Safe Flight Instrument Landing Systems for the annual bid of $35,000.00, plus an optional $5,000 allocation for work deemed necessary by the City, totaling $110,000.00 for the 3-year maintenance contract.

Staff Recommendation: Pass a Motion authorizing the Mayor to execute a Professional Service Contract with Safe Flight Instrument Landing Systems for the 3-Year Runway 18 NAVAID Facility in the amount of $35,000.00 per year for 3 years, with an optional $5,000 allocation for work deemed necessary by the City, for a contract total of $110,000.00.

Financial Implications: This contract will be funded from the Airport's Airfield Area account number 50105130-42030, Technical Services, which has an adopted FY 2025-26 budget of $30,000. No General Fund dollars will be used for this project. Funding for subsequent years will be included in the operating budgets for those respective years.

Environmental Considerations: The project is exempt from review under CEQA Guidelines section 15301(d) (Existing Facilities - restoration or rehabilitation of deteriorated or damaged facilities to meet current standards of public health and safety).

Policy Implications: This NAVAID Facility Service Agreement will provide reliable maintenance for operation of a key navigational aid used by pilots which provides visual descent guidance information during final approach to Runway 18.

ACITY OF SOUTH LAKE TAHOE

PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into as of the __**18th**__ day of **November 2025** by and between the **City of South Lake Tahoe**, a municipal corporation ("City") and **Safe Flight** ("Consultant").

RECITALS

A. Consultant is specially trained, experienced and competent to perform the special services which will be required by this Agreement.

B. Consultant possesses the skill, experience, ability, background, certification and knowledge to provide the services described in this Agreement on the terms and conditions described herein.

C. City desires to retain Consultant to render professional services as set forth in this Agreement.

AGREEMENT

1. Scope of Services. Consultant shall perform the services set forth in this agreement and shall provide said services at the time, place, and in the manner specified in this agreement. Consultant shall have no power or authority by this Agreement to bind City in any respect.
The Consultant agrees that it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Contract is based on such independent investigation and research.
All services provided by Consultant pursuant to this Agreement will be provided in accordance with the terms set forth in the **Exhibit A, "Scope of Services,"** attached hereto and incorporated herein by reference. **Exhibit B, "Compensation Schedule,"** attached hereto and incorporated herein by reference, outlines the fees and compensation which shall be paid pursuant to this Agreement.

2. Term/Time of Performance. The services by Consultant are to commence upon the execution of the Agreement on November 18th, 2025 and continue until November 18th, 2026, with the option to renew annually at the sole discretion of the City for two (2) additional years, through November 17th, 2028.

3. Compensation. Compensation to be paid to Consultant shall be in accordance with the Schedule set forth in **Exhibit B** which is attached hereto and incorporated herein by reference. In no event shall Consultant's compensation, including travel and out-of-pocket expenses, exceed **$105,000.00** without additional written authorization from City. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment. Payment is contingent upon compliance with all terms and conditions of this Agreement, as set forth herein. Consultant shall obtain prior written authorization from the City Project Manager for any costs in excess of budgeted amounts for each line item, task, or obligation under the Scope of Services.

4. Method of Payment. Consultant shall submit monthly billings to City describing the work performed during the preceding month. Consultant's bills shall include a brief description of the services performed, the date the services were performed, the number of hours spent and by whom, the applicable hourly rate, and a description of any reimbursable expenditures. City shall pay Consultant no later than 30 days after approval of the monthly invoice by City staff.

5. Extra Work. At any time during the term of this Agreement, City may request that Consultant perform extra work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, extra work without prior written authorization from City.

6. Termination. This Agreement may be terminated by City or Consultant immediately for cause or without cause upon thirty days (30) days written notice of termination. Upon termination, Consultant shall be entitled to compensation for services performed up to the effective date of termination, and City shall be entitled to all work performed to that date.

   Termination, revocation, or expiration of this Agreement shall not release either party from liability resulting from an event which occurred prior to such termination, revocation or expiration.

7. Ownership of Documents.

All plans, studies, documents and other writings, including working notes and internal documents, prepared by and for Consultant, its officers, employees and agents and subcontractors in the course of implementing this Agreement, shall become the property of City upon payment to Consultant for such work, and City shall have the sole right to use such materials in its discretion without further compensation to Consultant or to any other party. Consultant shall, at Consultant's expense, provide such reports, plans, studies, documents and other writings to City upon written request. All documents prepared by Consultant are confidential and shall be maintained to preserve their confidential nature. Release of any such documents to third parties shall only be made upon written consent of City.

8. Consultant's Books and Records.

a. 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 City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant for services provided pursuant to this Agreement.

b. Consultant shall maintain all documents and records which demonstrate performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from records shall be available at Consultant's address indicated for the date of termination or completion of this Agreement.

c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City Manager, City Attorney, City Auditor or a designated representative of these officers. Copies of such documents shall be provided to City for inspection at City offices when it is practical to do so. Otherwise, unless an alternative is mutually agreed upon, the receipt of notices in this Agreement.

d. Where City has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Consultant's business, City may, by written request by any of the above-named officers, require that custody of the records be given to City and that the records and documents be maintained at City offices. Access to such records and documents shall be granted to any party authorized by Consultant, Consultant's representatives, or Consultant's successor-in-interest.

9. Independent Contractor. It is understood that Consultant, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of City. Consultant shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights. All employees, agents, contractors or subcontractors hired or retained by Consultant are employees, agents, contractors or subcontractors of Consultant and not of the City.

City is not required to make any deductions or withholdings form the compensation payable to Consultant under the provisions of this Contract, and is not required to issue W-2 Forms for income and employment tax purposes for any of Consultant's assigned personnel. Any third party persons employed by Consultant shall be entirely and exclusively under the direction, supervision, and control of Consultant. Consultant hereby indemnifies and holds City harmless from any and all claims that may be made against City based upon any contention by any third party that an employer-employee relationship exists by reason of this Contract.

10. Interest of Consultant. Consultant, (and principals, associates and professional employees of consultant) covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's services hereunder. Consultant further covenants and represents that in the performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.

Consultant is not a designated employee within the meaning of the Political Reform Act because Consultant:

a. Will not serve in a staff capacity and will conduct research and arrive at conclusions with respect to their rendition of information, advice, recommendation or counsel independent of the control and direction of City or of any City official, other than normal agreement monitoring; and,

b. Possesses no authority with respect to any city decision beyond rendition of information, advice, recommendation or counsel. [FPPC Reg. 18700.3(a)].

11. Professional Ability of Consultant. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall therefore provide properly skilled professional and technical personnel to perform all services under this Agreement. All work performed by Consultant under this Agreement shall be in accordance with applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in Consultant's field of expertise.

12. Compliance with Laws. Consultant shall comply with all applicable federal, state, regional and local laws, codes, ordinances and regulations in carrying out their duties under this Agreement. Consultant shall observe and comply with all applicable laws, ordinances, regulations and codes of federal, state and local governments, and shall commit no trespass on any public or private property in performing any of the work authorized by this Agreement. The City, its officials, officers, elected officials, appointed officials and employees shall not be liable at law or in equity as a result of any failure of Consultant to comply with this section.

In the event it is determined that the Consultant is required to pay prevailing wages for the work performed under this Agreement, the Consultant shall pay all penalties and wages as required by law.

13. Licenses. Consultant represents and warrants to City that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of Consultant to practice its profession. Consultant

represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of Consultant to practice its profession. If Consultant will be physically present in the City of South Lake Tahoe to perform some or all of the services, Consultant shall maintain a City of South Lake Tahoe business license at all times services are performed under this Agreement. Consultant acknowledges that payments made pursuant to this Agreement may be withheld until this provision has been satisfied.

14. Indemnity. Consultant hereby agrees to and shall indemnify and hold harmless City, its elected and appointed boards, officers, agents, employees and volunteers from and against any liability for any and all claims, demands, actions, losses, damages and injuries, direct or indirect (including any and all costs and expenses in connection therein), arising out of this Agreement or caused in any way by Consultant's negligent performance of this Agreement or its breach of its obligations contained in this Agreement, except for any such claims arising out of the negligence or willful misconduct of the City. Consultant agrees to defend City from and against any and all losses, damages, claims costs and fees arising out Consultant's negligent acts, errors, omissions, regarding this Agreement, the Consultant's work under this Agreement, or the consultant's Scope of Work.

City does not, and shall not, waive any rights against Consultant which it may have by reason of the aforesaid hold harmless agreement, because of the acceptance by City, or the deposit with City by Consultant, of any of the insurance policies hereinafter set forth.

This hold harmless agreement by Consultant shall apply to all damages and claims for damages, or alleged to have been suffered, by reason of any of the aforesaid operation of Consultant or any subcontractor, regardless of whether such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

Consultant further waives any and all rights to any type of express or implied indemnity or right of contribution from the City for any liability, claims, demands, costs, charges and expenses and causes of action of whatsoever arising out of or in any way connected with this Agreement, and consultant's work under this Agreement.

15. Insurance Requirements.

a. Consultant, at Consultant's own cost and expense, shall procure and maintain, for the duration of the contract, the following insurance policies.

i. Workers' Compensation Coverage. Consultant shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for their employees in accordance with the laws of the State of California. In addition, Consultant shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractor's employees. Any notice of cancellation of all Workers' Compensation policies must be received by City at least thirty (30) days prior to such change. Consultant shall provide thirty (30) days written notice of nonrenewal of any Workers' Compensation policies. The insurer shall agree to waive all rights of subrogation against City, its officers, agents, employees and volunteers for losses arising from work performed by Consultant for City.

ii. Commercial General Liability Coverage. Consultant shall maintain commercial general liability insurance no less broad than ISO form CG 00 01 in an amount not less than one million dollars ($1,000,000) per occurrence for bodily injury, personal injury and property damage. Coverage must be made on the standard Occurrence form. Claims-Made forms are not acceptable without prior written consent of City. City of South Lake Tahoe must be endorsed as an additional insured for liability arising out of ongoing operation by on behalf of Consultant. If a commercial general liability insurance 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.

iii. Automobile Liability Coverage. Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles, in an amount of not less than one million dollars ($1,000,000) combined single limit for each occurrence.

iv. Professional Liability Coverage. Consultant shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors or omissions which may arise from Consultant or by its employees, or subcontractors. The amount of this insurance shall not be less than one million dollars ($1,000,000) on a claims-made annual aggregate basis, or a combined single-limit per occurrence basis.

v. Cyber Liability Coverage. Consultant shall maintain cyber liability insurance with limits not less than one million dollars ($1,000,000) per claim, two million dollars ($2,000,000) aggregate. Coverage shall be sufficiently broad to sufficiently broad to respond to the duties and obligations as is undertaken by Vendor in this agreement and shall include, but not limited to, claims involving security breach; system failure; data recovery; business interruption; cyber extortion; social engineering; 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, and alteration of electronic information. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties, and credit monitoring expenses with limits sufficient to respond to these obligations. Vendor's policy shall be primary and shall not seek contribution from the City's coverage, shall contain a waiver of subrogation in favor of the City, and shall be endorsed to provide that City and its officers, officials, employees, agents, and volunteers are additional insureds. Any failure to comply with the reporting provisions of

the policy by Vendor shall not affect coverage provided to the City. If Vendor maintains broader coverage and/or higher limits than the minimums listed above, City requires and shall be entitled to the broader coverage and/or higher limits maintained by the Vendor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to City.

b. Endorsements. Each general liability and automobile liability insurance policy shall be with insurers possessing a AM Best's rating of no less than A:VII and shall be endorsed with the following specific language:

i. City, its elected or appointed officers, officials, employees, agents and volunteers are to be covered as additional insured's under Consultant's General Liability and Automobile Liability policies with respect to liability arising out of this Agreement and/or work performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work or operations.

ii. This policy shall be considered primary insurance as respects City, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by City, including any self-insured retention City may have, shall be considered excess insurance only and shall not contribute with it.

iii. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring Consultant.

iv. The insurer waives all rights of subrogation against City except for Consultant's Professional Liability and Employers' Liability policies, its elected or appointed officers, officials, employees or agents.

v. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to City, its elected or appointed officers, officials, employees, agents or volunteers.

vi. No policies of insurance carried by Consultant shall be suspended, voided, canceled, or changed in coverage or in limits except after thirty (30) days written notice to the City Attorney by Certified Mail.

c. Deductibles and Self-Insured Retentions. The Consultant shall be responsible for all deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein shall be reasonable and approved by the City Attorney.

d. Certificates of Insurance. Consultant shall provide certificates of insurance with original endorsements to City as evidence of the insurance coverage required herein. Consultant shall not commence work under this contract until all insurance required under this section has been approved by City as to form, amount and carrier, nor shall Consultant allow any subcontractor to commence work on any subcontract until all similar insurance required and reasonably consistent limits of the subcontractor has been so obtained and approved. Certificates of insurance shall contain no exclusions unless negotiated with the City Attorney and approved, in writing, by the City Attorney.

16. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to City: City of South Lake Tahoe
1901 Lisa Maloff Way
South Lake Tahoe, CA 96150

Provide a copy to: City Attorney's Office
City of South Lake Tahoe
1901 Lisa Maloff Way, Suite 300

South Lake Tahoe, CA 96150

If to Consultant: Safe Flight
6509 Blue Poppy Drive
Elk Grove, CA 95757-8308

17. Assignment and Subcontracting. The parties recognize that a substantial inducement to City for entering into this Agreement is the professional reputation, experience and competence of Consultant. Assignments of any or all rights, duties or obligations of the Consultant under this Agreement will be permitted only with the express consent of City. Consultant shall not subcontract any portion of the work to be performed under this Agreement without the written authorization of City. If City consents to such subcontract, Consultant shall be fully responsible to City for all acts or omissions of the subcontractor. Nothing in the Agreement shall create any contractual relationship between City and subcontractor nor shall it create any obligation on the part of City to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise required by law.

18. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

19. Dispute Resolution. Any dispute concerning this Agreement will be first submitted to the City Manager or his designee for resolution. If no resolution is reached, such dispute shall be submitted to the City Council. The decision of the City Council shall be final and shall be appealable only to the El Dorado Superior Court pursuant to California Code of Civil Procedure §1094.5, and as provided by law.

20. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in the Superior Courts in the County of El Dorado, South Lake Tahoe Division.

21. Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any Consultant or person, other than the independent contractors hired in accordance with Consultant's standard business practice,

to solicit or secure this Agreement. Further, Consultant warrants that it has not paid, nor has it agreed to pay any Consultant or person, other than a bona fide employee working solely for Consultant or an independent contractor hired as discussed above, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

22. Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer, and it shall not discriminate against any subcontractor, employee, or applicant for employment because of ancestry, age, color, disability, genetic information, gender expression, gender identity, marital status, medical condition, military or veteran status, national origin, race, religion, reproductive health decision making, sex/gender, or sexual orientation. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, or termination.

23. Drug-Free Workplace Certification. This certification is only required for Consultants receiving payment from Grant Funding. By signing this Agreement, Consultant hereby certifies under penalty of perjury under the laws of the State of California that the Consultant will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code Section 8355, et seq.) and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).
b. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(a)(2) to inform employees about all of the following:

    i. The dangers of drug abuse in the workplace;
    ii. The person's or organization's policy of maintaining a drug-free workplace;

iii. Any available counseling, rehabilitation and employee assistance program; and
iv. Penalties that may be imposed upon employees for drug abuse violations.

c. Provide, as required by Government Code Section 8355(a)(3), that every employee who performs grant activities under this Agreement:

i. Will receive a copy of the Consultant's drug-free policy statement; and
ii. Will agree to abide by the terms of the Consultant's statement as a condition of employment on this Agreement.

Failure to comply with these requirements may result in suspension of payments under this Agreement or termination of the Agreement, or both, and Consultant may be ineligible for award of any future City agreements if City determines that any of the following has occurred: the Consultant (1) has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

24. Anti-Lobbying Certification. Consultant shall submit to City the Anti-Lobbying Certification contained in **Exhibit C**. Further, Consultant shall require that the language of the certification in **Exhibit C** be included in all contracts or subcontracts entered into in connection with this Agreement and that all Consultants and contractors shall certify and disclose accordingly.

25. Debarment, Suspension, Ineligibility and Voluntary Exclusion. By signing this Agreement, Consultant assures that neither it nor its principals, is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

26. Americans with Disabilities Act. By signing this Agreement, Consultant assures the City that it complies with the American with Disabilities Act (ADA) of 1990, (42 U.S.C. 12101, et. seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to ADA.

27. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant and City and approved as to form by the City Attorney.

28. 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.

29. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between City and Consultant. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Agreement.

30. Execution. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.

31. Time is of the Essence. Time is of the essence for this Agreement.

32. Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

CITY OF SOUTH LAKE TAHOE:	CONSULTANT: Safe Flight
By_____	By _____
Cody Bass, City Mayor	Tim Cano
Date _____	Date _____

Business License # 011316
DIR Registration #2000016036

APPROVED AS TO FORM:

By_____ Date _____

Heather Stroud, City Attorney

ATTEST:

By_____ Date _____

Sue Blankenship, City Clerk

Attachments:

Exhibit A – Scope of Services & Compensation Schedule
Exhibit B - Anti-Lobbying Certification
Exhibit C- Certificate of Insurance

EXHIBIT A

SCOPE OF SERVICES

SAFE FLIGHT

2025-09-19
BID PROPOSAL

SAFE FLIGHT
Instrument Landing Systems
Tim Cano - Service Manager
6509 Blue Poppy Drive
Elk Grove, CA 95757-8308
(916) 880-6572
(916) 737-6568
Email: safeflight.tech@gmail.com
tctechtim@hotmail.com

September 29, 2025

To: **Director of Public Works**
John Dickinson
LAKE TAHOE AIRPORT
City of South Lake Tahoe
1901 Lisa Maloff Way
South Lake Tahoe, CA 96150

Account#: 5010518042030

RE: **2025-09-19 BID PROPOSAL**

I am very pleased to enclose my business proposal plan for RFP 3-Year 18 NAVAID Facility Professional Service Contract. This business proposal plan shall remain valid for a period of not less than 120 calendar days from the date of this submittal.

With our business experience with South Late Tahoe landing system for 30 years , I look forward to continue the possibility of working with you to make the NAVAID facilities a success in the coming months and years.

Any questions please do not hesitate to contact me at (916) 880-6572.

Tim Cano
Owner/Operator

9/19/2025
Date

Executive Summary

Strict adherence to the following FAA orders shall be followed:

SafeFlight will follow all rules and regulations pursuant to FAA Order 6700.20C, Approval, Operation and Oversight of Non-federal Systems.

The Precision Approach Path Indicator (PAPI) system will be maintained pursuant to FAA Order 6850.5C, maintenance of lighted navigational aids.

The Distance Measurement Equipment (DME) system shall be maintained per FAA Order 6730.2A.

LOC (LDA) shall be maintained per FAA Order 6750.49c

SafeFlight will follow FAA Order 6000.15, following the NOTAM rules and regulations, coordination with OCC regarding outages, and return to services (RTS) and with the City Airport Manager.

SafeFlight History

SafeFlight has maintained LOC (LDA) and DME for South Lake Tahoe Airport since the business was started in 1996. Robert Collins started the business and continues to provide consultation and maintenance of the LOC (LDA) and DME, alongside myself Tim Cano. We both have extensive experience in Navigational Systems working for the FAA Sacramento and Executive Airports greater than 25 years. And in addition to ILS (instrument landing systems: LOC (LDA)/DME) I have extensive experience with Navigational Lighting systems such as ALS, MALSR, PAPI, REIL Systems.

We continually coordinate with the FAA Non-Fed Inspector and perform Flight Check Inspections every three years.

Every year the FAA non-fed inspections examines the LOC (LDA) and DME equipment, and FCC logging requirements. Any discrepancies are resolved at the time of the inspection.

Flight Check Inspections:
Every 3 years the LOC (LDA) and DME are inspected pursuant to FAA Order 8200.1B. Both Mr. Collins and myself have had hundreds of flight check evaluations per our FAA ILS experience. Prior to an inspection we perform pre-flight inspection procedures pursuant to FAA Order 6750.49C Maintenance of Instrument Landing Systems (ILS).

Project Manager/Project Team
Tim Cano - Project Manager
Robert Collins - Project Team

Scope of Work

LOC (LDA) scope of work is pursuant to FAA Order 6750.49C, specifically paragraph 4-10 a-g Mark 1F (LDA). Preventative Maintenance is performed on a Monthly, quarterly, Semi-annual and Annual basis, and as required maintenance for preceding/post flight inspections.

DME scope of work is pursuant to FAA Order 6730.2A, specifically paragraph 4-17 1118 DME equipment 4-17 a-b, semi-annual and annual maintenance.

PAPI scope of work is pursuant to FAA Order 6850.5c, paragraph 189, 189-1, 190 and 191. Monthly to annual preventative maintenance.

Coordination will be performed with POCC, flight check and with FAA Non-Federal Inspector.

Project Budget:

Maintenance Services Rate Charge

PAPI, LOC (LDA), DME AT $35,000.00 PER YEAR, AND 3 YEAR CONTRACT TOTAL OF $105,000.00

Optional Services:

$5,000.00 allocation for work outside of scope of work will be deemed necessary by the City of South Lake Tahoe Airport to maintain the mission of the navigation aids, LOC (LDA), DME, and PAPI for reliability and dependability.

Optional Services shall not be performed nor be compensated without prior written authorization from the City of South Lake Tahoe.

Proposal submitted by:



Tim Cano/ SafeFlight
Owner/Operator

9/19/2025
Date

EXHIBIT B

ANTI-LOBBYING CERTIFICATION

Consultant shall submit to City this certification prior to or at the time of the execution of this Agreement.

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 imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty not less than $10,000 and no more than $100,000 for such failure.

The undersigned certifies, to the best of his or her knowledge or belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any 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 any Federal contract, grant, loan, or cooperative agreement; and

2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any 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, cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instruction.

Consultant: Safe Flight
Tim Cano, Service Manager

By:_____

EXHIBIT C

CERTIFICATE OF INSURANCE

OLD REPUBLIC INSURANCE COMPANY

CERTIFICATE OF INSURANCE

CERTIFICATE NUMBER	ISSUE DATE
82780961	11/19/2024

This is certify to: CERTIFICATE HOLDER
Ctty of Lake Tahoe
Lake Tahoe Atrport
1901 Atrport Road
South Lake Tahoe CA 96150

The followirg policy(ies) have beer issued to:
Safe FitJht
12388 Mutr Trati Way
Rancho Cordova CA 95742

COMMERCIAL GENERAL LIABILITY INFORMATION

AVIATION POLICY NUMBER	COVERAGE EFFECTIVE DATE	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	INSURANCE COMPANY
AR 001 80223	11/19/2024 12:01 A4M4	11/19/2024 12:01 A4M4	11/19/2025 12:01 A4M4	OLD REPUBL$C $NSURANCE COMPANY

LIABILITY COVERAGES		LIMITS OF LIABILITY
☐ Gereral Aggregate	$	
✓ Each Occurrerce	$ 1,000,000	
✓ Darrage To Prerrises Rerted To Your	$ 100,000	Each Prerrises
✓ Products / Corrpleted Operatiors	$ 1,000,000	Aggregate
✓ Persoral & Advertisirg $rjury	$ 1,000,000	Aggregate
✓ Medical Experse	$ 3,000	Each Persor
☐ Hargarkeeperrs Liability	$	Each Loss $ Each Aircraft
☐ Hargarkeeperrs Deductibles	$	Each Pistor Powered Aircraft
	$	Each Turbire Powered Aircraft (Nor-Airlire)
	$	Each Turbire Powered Aircraft (Airlire)
☐ Nor-Owred Aircraft Liability		
☐ $rcludirg Passerger Bodily	$	Each Occurrerce
☐ Excludirg Passerger Bodily	$	Each Occurrerce
		$rjury Lirrited To $ Each Passerger
		Maxirrurr Seatirg for Nor-Owred Aircraft: Urlirrited
☐ Property Darrage Deductible (Excludirg Property	$	Each Turbire Powered Aircraft
Darrage $rcluded ir the Products-Corrpleted	$	Each Other Aircraft
Operatiors Hazard)	$	Each Nor-Aircraft Clairr

☐ SEE ATTACHED OTHER COVERAGES / CONDITIONS / ADDITIONAL REMARKS SCHEDULE

OTHER COVERAGES / CONDITIONS / REMARKS
LOCAT}ON" TVL - Lake Tahoe Atrport
Certtftcate Hoider ts tnciuded as an Addtttonai }nsured but oniy wtth respect to any occurrence whtch takes piaces after you cease to be a tenant tn the prentsese Structurai aiterattons, new constructton or denoittton operattons perforned by or on behaif of the person or orJantzatton shown tn the scheduiee

PROV}S}ON HAS BEEN MADE TO G}VE THE CERT}F}CATE HOLDER TH}RTY (30) DAYS NOT}CE OF CANCELLAT}ON - TEN (10) DAYS FOR NONPAYMENT OF PREM}UM - OF ANY POL}CY ABOVE; HOWEVER, THE COMPANY ASSUMES NO RESPONS}B}L}TY FOR THE FA}LURE TO PROV}DE SUCH NOT}CEe TH}S CERT}F}CATE }S }SSUED AS A MATTER OF }NFORMAT}ON ONLY AND CONFERS NO R}GHTS UPON THE CERT}F}CATE HOLDERe TH}S CERT}F}CATE DOES NOT AMEND, EXTEND, OR ALTER THE COVERAGE, TERMS, EXCLUS}ONS, COND}T}ONS, OR OTHER PROV}S}ONS AFFORDED BY THE POL}C}ES REFERENCED HERE}N NOR DOES }T CONST}TUTE A CONTRACT BETWEEN THE }SSU}NG }NSURER(S), AUTHOR}ZED REPRESENTAT}VE, OR PRODUCERe

AGENCY / PRODUCER	PHONE	OLD REPUBLIC AEROSPACE, INC AUTHORIIZED REPRESENTATIVE
Myers-Pactftc Avtatton & Martne }ns	916-424-0211	G. Churchill

OLD REPUBLIC AEROSPACE, INC. 2015 Vaughr RoadB Suite 300 Kerresaw GA 30144 G PH 1-770-590-4950 ¦ FX 1-770-590-0599

AVATON (03/2022) ecertsorlire © 2021 All rights reserv-d

This certificate cancels and supersedes ALL previously issued certificatesà

SAFE FLIGHT

2025-09-19
BID PROPOSAL

SAFE FLIGHT
Instrument Landing Systems
Tim Cano - Service Manager
6509 Blue Poppy Drive
Elk Grove, CA 95757-8308
(916) 880-6572
(916) 737-6568
Email: safeflight.tech@gmail.com
tctechtim@hotmail.com

September 29, 2025

To: **Director of Public Works**
John Dickinson
LAKE TAHOE AIRPORT
City of South Lake Tahoe
1901 Lisa Maloff Way
South Lake Tahoe, CA 96150

Account#: 5010518042030

RE: **2025-09-19 BID PROPOSAL**

I am very pleased to enclose my business proposal plan for RFP 3-Year 18 NAVAID Facility Professional Service Contract. This business proposal plan shall remain valid for a period of not less than 120 calendar days from the date of this submittal.

With our business experience with South Late Tahoe landing system for 30 years , I look forward to continue the possibility of working with you to make the NAVAID facilities a success in the coming months and years.

Any questions please do not hesitate to contact me at (916) 880-6572.

Tim Cano
Owner/Operator

9/19/2025
Date

Executive Summary

Strict adherence to the following FAA orders shall be followed:

SafeFlight will follow all rules and regulations pursuant to FAA Order 6700.20C, Approval, Operation and Oversight of Non-federal Systems.

The Precision Approach Path Indicator (PAPI) system will be maintained pursuant to FAA Order 6850.5C, maintenance of lighted navigational aids.

The Distance Measurement Equipment (DME) system shall be maintained per FAA Order 6730.2A.

LOC (LDA) shall be maintained per FAA Order 6750.49c

SafeFlight will follow FAA Order 6000.15, following the NOTAM rules and regulations, coordination with OCC regarding outages, and return to services (RTS) and with the City Airport Manager.

SafeFlight History

SafeFlight has maintained LOC (LDA) and DME for South Lake Tahoe Airport since the business was started in 1996. Robert Collins started the business and continues to provide consultation and maintenance of the LOC (LDA) and DME, alongside myself Tim Cano. We both have extensive experience in Navigational Systems working for the FAA Sacramento and Executive Airports greater than 25 years. And in addition to ILS (instrument landing systems: LOC (LDA)/DME) I have extensive experience with Navigational Lighting systems such as ALS, MALSR, PAPI, REIL Systems.

We continually coordinate with the FAA Non-Fed Inspector and perform Flight Check Inspections every three years.

Every year the FAA non-fed inspections examines the LOC (LDA) and DME equipment, and FCC logging requirements. Any discrepancies are resolved at the time of the inspection.

Flight Check Inspections:
Every 3 years the LOC (LDA) and DME are inspected pursuant to FAA Order 8200.1B. Both Mr. Collins and myself have had hundreds of flight check evaluations per our FAA ILS experience. Prior to an inspection we perform pre-flight inspection procedures pursuant to FAA Order 6750.49C Maintenance of Instrument Landing Systems (ILS).

Project Manager/Project Team
Tim Cano - Project Manager
Robert Collins - Project Team

Scope of Work

LOC (LDA) scope of work is pursuant to FAA Order 6750.49C, specifically paragraph 4-10 a-g Mark 1F (LDA). Preventative Maintenance is performed on a Monthly, quarterly, Semi-annual and Annual basis, and as required maintenance for preceding/post flight inspections.

DME scope of work is pursuant to FAA Order 6730.2A, specifically paragraph 4-17 1118 DME equipment 4-17 a-b, semi-annual and annual maintenance.

PAPI scope of work is pursuant to FAA Order 6850.5c, paragraph 189, 189-1, 190 and 191. Monthly to annual preventative maintenance.

Coordination will be performed with POCC, flight check and with FAA Non-Federal Inspector.

Project Budget:

Maintenance Services Rate Charge

PAPI, LOC (LDA), DME AT $35,000.00 PER YEAR, AND 3 YEAR CONTRACT TOTAL OF $105,000.00

Optional Services:

$5,000.00 allocation for work outside of scope of work will be deemed necessary by the City of South Lake Tahoe Airport to maintain the mission of the navigation aids, LOC (LDA), DME, and PAPI for reliability and dependability.

Optional Services shall not be performed nor be compensated without prior written authorization from the City of South Lake Tahoe.

Proposal submitted by:



Tim Cano/ SafeFlight
Owner/Operator

9/19/2025
Date

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: November 18, 2025

Agenda Item #:4

Agenda Item: Agreement with Meteor Education LLC for Office Furniture for Multigenerational Recreation & Aquatics Center

Executive Summary: On March 25, 2025, City Council approved $1,470,531 towards the procurement of furniture, fixtures and equipment (FF&E) for the new Recreation & Aquatics Center. The new Recreation & Aquatics Center has many locations that require FF&E. Meteor provided staff with a quote for $85,222.51 for the purchase, storage, delivery and installation of the FF&E for the administrative offices, lifeguard offices, maintenance area and trash receptacles for the building. Meteor holds a cooperative agreement through the Region 10 Education Service Center solicited RFP R10-1176. As stated in the RFP, this solicitation was to result in one or more cooperative (commonly known as â€œpiggybackableâ€) contracts. In order to utilize the contract, agencies must reference the contract R10-1176K on official purchase documentation that allows public sector entities to utilize their master agreement to procure this FF&E. The total cost of the FF&E for the administrative offices, lifeguard offices, maintenance areas and trash receptacles for the facility including delivery, storage and installation is not to exceed $85,222.51. The project will be funded from the New Rec Center FF&E Account 301-70023.

Requested Action / Suggested Motions: Pass a Motion authorizing and directing the Mayor to execute the Professional Services Agreement with Meteor Education in the amount of $85,222.51 for the purchase, delivery, storage and installation of the furniture, fixtures and equipment for the administrative offices, lifeguard offices, maintenance area and trash receptacles for the new Multigenerational Recreation and Aquatic Center.

Responsible Staff Member: John Stark, Director of Parks & Recreation

Reviewed and Approved By: Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

Attachments:

01-Staff Report-Agreement with Meteor Education Office Furniture.docx
02-Agreement with Meteor Education Office Furniture.docx
03-Meteor Master Agreement.pdf

City of South Lake Tahoe
Report to **City Council**

Meeting Date: November 18, 2025

Title: Agreement with Meteor Education LLC for Office Furniture for New Recreation & Aquatics Center

Location: New Recreation & Aquatics Center

Responsible Staff Member: John Stark, Director of Parks & Recreation (530) 307-9145

Background: On March 25, 2025, City Council approved $1,470,531 towards the procurement of furniture, fixtures and equipment (FF&E) for the new Recreation & Aquatics Center. The new Recreation & Aquatics Center has many locations that require FF&E. On August 12, 2025, the City Council approved an agreement with Meteor in the amount of $237,875.80 for the purchase of furniture, fixtures, and equipment for forward facing spaces including the event space, lobby, dance and fitness studio, community room, and party room. The current agreement provides for an additional purchase of FF&E items for $85,222.51 for the purchase, storage, delivery and installation of the FF&E for the administrative offices, lifeguard offices, maintenance area, and trash receptacles for the building which were not included in the previous contract.

Staff worked with Meteor to select furniture for the administrative offices, lifeguard offices, maintenance area and trash receptacles for the facility after reviewing different options for how to organize these spaces for staffing needs.

Issue and Discussion: Meteor holds a cooperative agreement through the Region 10 Education Service Center solicited RFP R10-1176. As stated in the RFP, this solicitation was to result in one or more cooperative (commonly known as “piggybackable”) contracts. In order to utilize the contract, agencies must reference the contract R10-1176K on official purchase documentation that allows public sector entities to utilize their master agreement to procure this FF&E.

Meteor will provide the FF&E for the administrative offices, lifeguard offices, maintenance area and trash receptacles for the building.

Financial Implications: The total cost of the FF&E for the administrative offices, lifeguard offices, maintenance areas and trash receptacles for the facility including delivery, storage and installation is not to exceed $85,222.51. The project will be funded from the New Rec Center FF&E Account 301-70023.

Environmental Considerations: This is not a “project” subject to review under the California Environmental Quality Act (CEQA) Guidelines section 15378(b)(2) (continuing administrative or maintenance activities, such as purchases for supplies).

Policy Implications: This action is consistent with the 2025-2030 Strategic Plan Strategic Priority 7.1 complete the new Recreation and Swim Complex and maintain the current complex in the meantime and 7.7 Continue to improve access for people of all abilities to all public spaces.

CITY OF SOUTH LAKE TAHOE

PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into as of the ___ day of November 2025 by and between the **City of South Lake Tahoe**, a municipal corporation ("City") and Meteor Education, LLC ("Consultant").

RECITALS

A. Consultant is specially trained, experienced and competent to perform the special services which will be required by this Agreement.

B. Consultant possesses the skill, experience, ability, background, certification and knowledge to provide the services described in this Agreement on the terms and conditions described herein.

C. City desires to retain Consultant to render professional services as set forth in this Agreement.

AGREEMENT

1. Scope of Services. Consultant shall perform the services set forth in this agreement and shall provide said services at the time, place, and in the manner specified in this agreement. Consultant shall have no power or authority by this Agreement to bind City in any respect.

   The Consultant agrees that it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Contract is based on such independent investigation and research.

   All services provided by Consultant pursuant to this Agreement will be provided in accordance with the terms set forth in the **Exhibit A, "Scope of Services,"** attached hereto and incorporated herein by reference. **Exhibit B, "Compensation Schedule,"** attached hereto and incorporated herein by reference, outlines the fees and compensation which shall be paid pursuant to this Agreement.

2. Term/Time of Performance. The services by Consultant are to commence upon the execution of the Agreement and continue for one year.

3. Compensation. Compensation to be paid to Consultant shall be in accordance with the Schedule set forth in **Exhibit B** which is attached hereto and incorporated herein by reference. In no event shall Consultant's compensation, including travel and out-of-pocket expenses, exceed **$85,222.51** without additional written authorization from City. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment. Payment is contingent upon compliance with all terms and conditions of this Agreement, as set forth herein. Consultant shall obtain prior written authorization from the City Project Manager for any costs in excess of budgeted amounts for each line item, task, or obligation under the Scope of Services.

4. Prevailing Wages Required. Pursuant to the provisions of California Labor Code, Sections 1770 to 1780, inclusive thereof, Consultant, and any subcontractor, of any tier, shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Consultant must comply with all applicable requirements set forth in Division 2, Part 7, Chapter 1. Attention is specifically directed to the following sections of the California Labor Code: Prevailing Wage Requirements (§§ 1771.5 and 1776); Apprentices (§1777.5); Working Hours (§§1810 to 1815); Workers' Compensation (§ 1860); and Protection of Workers in Trench Excavations (§§ 6705 and 6707). In accordance with Labor Code section 1771.5, that the Project is subject to monitoring and enforcement by the Department of Industrial Relations pursuant to 8 Cal. Code Reg. §§16450 through 16464, including the obligation to furnish certified payroll records directly to the Division of Labor Standards Enforcement's Compliance Monitoring Unit (CMU), using the CMU's electronic certified payroll reporting (eCPR) system.

   Pursuant to the provisions of California Labor Code Section 1773.2, Consultant is hereby advised that copies of the prevailing rate of per diem wages and a general prevailing rate for holidays, Saturdays and Sundays and overtime work in the locality in which the Work is to be performed for each craft, classification, or type of worker required to execute the Agreement, are on file in the City's office. Consultant agrees that not less than said prevailing rates shall be paid to workers employed on this public works contract as required by Labor Code Section 1774. These rate determinations are found on the State of California

Department of Industrial Relations' website at: http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm. Pursuant to the provisions of California Labor Code Section 1813, Consultant or subcontractor shall, as a penalty to the state or political subdivision on whose behalf the contract is made or awarded, forfeit twenty-five dollars ($25) for each worker employed in the execution of the Agreement by the respective Consultant or subcontractor for each calendar day during which the worker is required or permitted to work more than 8 hours in any one calendar day and 40 hours in any one calendar week in violation of the provisions of this article. In awarding any contract for public work, the awarding body shall cause to be inserted in the contract a stipulation to this effect. The awarding body shall take cognizance of all violations of this article committed in the course of the execution of the contract and shall report them to the Division of Labor Standards Enforcement.

5. Method of Payment. Consultant shall submit monthly billings to City describing the work performed during the preceding month. Consultant's bills shall include a brief description of the services performed, the date the services were performed, the number of hours spent and by whom, the applicable hourly rate, and a description of any reimbursable expenditures. City shall pay Consultant no later than 30 days after approval of the monthly invoice by City staff.

6. Extra Work. At any time during the term of this Agreement, City may request that Consultant perform extra work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, extra work without prior written authorization from City.

7. Termination. This Agreement may be terminated by City or Consultant immediately for cause or without cause upon thirty days (30) days written notice of termination. Upon termination, Consultant shall be entitled to compensation for services performed up to the effective date of termination, and City shall be entitled to all work performed to that date.

Termination, revocation, or expiration of this Agreement shall not release either party from liability resulting from an event which occurred prior to such termination, revocation or expiration.

8. Ownership of Documents.
All plans, studies, documents and other writings, including working notes and internal documents, prepared by and for Consultant, its officers, employees and agents and subcontractors in the course of implementing this Agreement, shall become the property of City upon payment to Consultant for such work, and City shall have the sole right to use such materials in its discretion without further compensation to Consultant or to any other party. Consultant shall, at Consultant's expense, provide such reports, plans, studies, documents and other writings to City upon written request. All documents prepared by Consultant are confidential and shall be maintained to preserve their confidential nature. Release of any such documents to third parties shall only be made upon written consent of City.

9. Consultant's Books and Records.

a. 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 City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant for services provided pursuant to this Agreement.

b. Consultant shall maintain all documents and records which demonstrate performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from records shall be available at Consultant's address indicated for the date of termination or completion of this Agreement.

c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City Manager, City Attorney, City Auditor or a designated representative of these officers. Copies of such documents shall be provided to City for inspection at City offices when it is practical to do so. Otherwise,

unless an alternative is mutually agreed upon, the receipt of notices in this Agreement.

d. Where City has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Consultant's business, City may, by written request by any of the above-named officers, require that custody of the records be given to City and that the records and documents be maintained at City offices. Access to such records and documents shall be granted to any party authorized by Consultant, Consultant's representatives, or Consultant's successor-in-interest.

10. Independent Contractor. It is understood that Consultant, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of City. Consultant shall obtain no rights to retirement benefits or other benefits which accrue to City's employees, and Consultant hereby expressly waives any claim it may have to any such rights. All employees, agents, contractors or subcontractors hired or retained by Consultant are employees, agents, contractors or subcontractors of Consultant and not of the City.

City is not required to make any deductions or withholdings form the compensation payable to Consultant under the provisions of this Contract, and is not required to issue W-2 Forms for income and employment tax purposes for any of Consultant's assigned personnel. Any third party persons employed by Consultant shall be entirely and exclusively under the direction, supervision, and control of Consultant. Consultant hereby indemnifies and holds City harmless from any and all claims that may be made against City based upon any contention by any third party that an employer-employee relationship exists by reason of this Contract.

11. Interest of Consultant. Consultant, (and principals, associates and professional employees of consultant) covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's services hereunder. Consultant further covenants and represents that in the

performance of its duties hereunder no person having any such interest shall perform any services under this Agreement.

Consultant is not a designated employee within the meaning of the Political Reform Act because Consultant:

a. Will not serve in a staff capacity and will conduct research and arrive at conclusions with respect to their rendition of information, advice, recommendation or counsel independent of the control and direction of City or of any City official, other than normal agreement monitoring; and,

b. Possesses no authority with respect to any city decision beyond rendition of information, advice, recommendation or counsel. [FPPC Reg. 18700.3(a)].

12. Professional Ability of Consultant. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall therefore provide properly skilled professional and technical personnel to perform all services under this Agreement. All work performed by Consultant under this Agreement shall be in accordance with applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in Consultant's field of expertise.

13. Compliance with Laws. Consultant shall comply with all applicable federal, state, regional and local laws, codes, ordinances and regulations in carrying out their duties under this Agreement. Consultant shall observe and comply with all applicable laws, ordinances, regulations and codes of federal, state and local governments, and shall commit no trespass on any public or private property in performing any of the work authorized by this Agreement. The City, its officials, officers, elected officials, appointed officials and employees shall not be liable at law or in equity as a result of any failure of Consultant to comply with this section.

In the event it is determined that the Consultant is required to pay prevailing wages for the work performed under this Agreement, the Consultant shall pay all penalties and wages as required by law.

14. Licenses. Consultant represents and warrants to City that it has all licenses, permits, qualifications, insurance and approvals of whatsoever nature which are legally required of Consultant to practice its profession. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, insurance and approvals which are legally required of Consultant to practice its profession. If Consultant will be physically present in the City of South Lake Tahoe to perform some or all of the services, Consultant shall maintain a City of South Lake Tahoe business license at all times services are performed under this Agreement. Consultant acknowledges that payments made pursuant to this Agreement may be withheld until this provision has been satisfied.

15. Indemnity. Consultant hereby agrees to and shall indemnify and hold harmless City, its elected and appointed boards, officers, agents, employees and volunteers from and against any liability for any and all claims, demands, actions, losses, damages and injuries, direct or indirect (including any and all costs and expenses in connection therein), arising out of this Agreement or caused in any way by Consultant's negligent performance of this Agreement or its breach of its obligations contained in this Agreement, except for any such claims arising out of the negligence or willful misconduct of the City. Consultant agrees to defend City from and against any and all losses, damages, claims costs and fees arising out Consultant's negligent acts, errors, omissions, regarding this Agreement, the Consultant's work under this Agreement, or the consultant's Scope of Work.

City does not, and shall not, waive any rights against Consultant which it may have by reason of the aforesaid hold harmless agreement, because of the acceptance by City, or the deposit with City by Consultant, of any of the insurance policies hereinafter set forth.

This hold harmless agreement by Consultant shall apply to all damages and claims for damages, or alleged to have been suffered, by reason of any of the aforesaid operation of Consultant or any subcontractor, regardless of whether such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

Consultant further waives any and all rights to any type of express or implied indemnity or right of contribution from the City for any liability, claims,

demands, costs, charges and expenses and causes of action of whatsoever arising out of or in any way connected with this Agreement, and consultant's work under this Agreement.

16. Insurance Requirements.

a. Consultant, at Consultant's own cost and expense, shall procure and maintain, for the duration of the contract, the following insurance policies.

i. Workers' Compensation Coverage. Consultant shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for their employees in accordance with the laws of the State of California. In addition, Consultant shall require each subcontractor to similarly maintain Workers' Compensation Insurance and Employer's Liability Insurance in accordance with the laws of the State of California for all of the subcontractor's employees. Any notice of cancellation of all Workers' Compensation policies must be received by City at least thirty (30) days prior to such change. Consultant shall provide thirty (30) days written notice of nonrenewal of any Workers' Compensation policies. The insurer shall agree to waive all rights of subrogation against City, its officers, agents, employees and volunteers for losses arising from work performed by Consultant for City.

ii. Commercial General Liability Coverage. Consultant shall maintain commercial general liability insurance no less broad than ISO form CG 00 01 in an amount not less than one million dollars ($1,000,000) per occurrence for bodily injury, personal injury and property damage. Coverage must be made on the standard Occurrence form. Claims-Made forms are not acceptable without prior written consent of City. City of South Lake Tahoe must be endorsed as an additional insured for liability arising out of ongoing operation by on behalf of Consultant. If a commercial general liability insurance 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. An endorsement providing completed operations coverage for the City, ISO form CG 20 37 (or equivalent) is also required.

iii. Automobile Liability Coverage. Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles, in an amount of not less than one million dollars ($1,000,000) combined single limit for each occurrence.

iv. Professional Liability Coverage. Consultant shall maintain professional errors and omissions liability insurance for protection against claims alleging negligent acts, errors or omissions which may arise from Consultant or by its employees, or subcontractors. The amount of this insurance shall not be less than one million dollars ($1,000,000) on a claims-made annual aggregate basis, or a combined single-limit per occurrence basis.

v. Cyber Liability Coverage. Consultant shall maintain cyber liability insurance with limits not less than one million dollars ($1,000,000) per claim, two million dollars ($2,000,000) aggregate. Coverage shall be sufficiently broad to sufficiently broad to respond to the duties and obligations as is undertaken by Vendor in this agreement and shall include, but not limited to, claims involving security breach; system failure; data recovery; business interruption; cyber extortion; social engineering; 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, and alteration of electronic information. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties, and credit monitoring expenses with limits sufficient to respond to these obligations. Vendor's policy shall be primary and shall

not seek contribution from the City's coverage, shall contain a waiver of subrogation in favor of the City, and shall be endorsed to provide that City and its officers, officials, employees, agents, and volunteers are additional insureds. Any failure to comply with the reporting provisions of the policy by Vendor shall not affect coverage provided to the City. If Vendor maintains broader coverage and/or higher limits than the minimums listed above, City requires and shall be entitled to the broader coverage and/or higher limits maintained by the Vendor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to City.

b. Endorsements. Each general liability and automobile liability insurance policy shall be with insurers possessing a AM Best's rating of no less than A:VII and shall be endorsed with the following specific language:

i. City, its elected or appointed officers, officials, employees, agents and volunteers are to be covered as additional insured's under Consultant's General Liability and Automobile Liability policies with respect to liability arising out of this Agreement and/or work performed by or on behalf of the Consultant, including materials, parts or equipment furnished in connection with such work or operations.

ii. This policy shall be considered primary insurance as respects City, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by City, including any self-insured retention City may have, shall be considered excess insurance only and shall not contribute with it.

iii. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring Consultant.

iv. The insurer waives all rights of subrogation against City except for Consultant's Professional Liability and Employers' Liability

policies, its elected or appointed officers, officials, employees or agents.

v. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to City, its elected or appointed officers, officials, employees, agents or volunteers.

vi. No policies of insurance carried by Consultant shall be suspended, voided, canceled, or changed in coverage or in limits except after thirty (30) days written notice to the City Attorney by Certified Mail.

c. Deductibles and Self-Insured Retentions. The Consultant shall be responsible for all deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein shall be reasonable and approved by the City Attorney.

d. Certificates of Insurance. Consultant shall provide certificates of insurance with original endorsements to City as evidence of the insurance coverage required herein. Consultant shall not commence work under this contract until all insurance required under this section has been approved by City as to form, amount and carrier, nor shall Consultant allow any subcontractor to commence work on any subcontract until all similar insurance required and reasonably consistent limits of the subcontractor has been so obtained and approved. Certificates of insurance shall contain no exclusions unless negotiated with the City Attorney and approved, in writing, by the City Attorney.

17. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to City: City of South Lake Tahoe
1901 Lisa Maloff Way
South Lake Tahoe, CA 96150

Provide a copy to: City Attorney's Office

City of South Lake Tahoe
1901 Lisa Maloff Way, Suite 300
South Lake Tahoe, CA 96150
If to Consultant: Gina La Bier, Director of Market Development

1318 E. Shaw, Suite 415

Fresno, CA 93710

18. Assignment and Subcontracting. The parties recognize that a substantial inducement to City for entering into this Agreement is the professional reputation, experience and competence of Consultant. Assignments of any or all rights, duties or obligations of the Consultant under this Agreement will be permitted only with the express consent of City. Consultant shall not subcontract any portion of the work to be performed under this Agreement without the written authorization of City. If City consents to such subcontract, Consultant shall be fully responsible to City for all acts or omissions of the subcontractor. Nothing in the Agreement shall create any contractual relationship between City and subcontractor nor shall it create any obligation on the part of City to pay or to see to the payment of any monies due to any such subcontractor other than as otherwise required by law.

19. Waiver. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

20. Dispute Resolution. Any dispute concerning this Agreement will be first submitted to the City Manager or his designee for resolution. If no resolution is reached, such dispute shall be submitted to the City Council. The decision of the City Council shall be final and shall be appealable only to the El Dorado Superior Court pursuant to California Code of Civil Procedure §1094.5, and as provided by law.

21. Controlling Law Venue. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this Agreement shall be held exclusively in the Superior Courts in the County of El Dorado, South Lake Tahoe Division.

22. Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any Consultant or person, other than the independent contractors hired in accordance with Consultant's standard business practice, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid, nor has it agreed to pay any Consultant or person, other than a bona fide employee working solely for Consultant or an independent contractor hired as discussed above, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

23. Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer, and it shall not discriminate against any subcontractor, employee, or applicant for employment because of ancestry, age, color, disability, genetic information, gender expression, gender identity, marital status, medical condition, military or veteran status, national origin, race, religion, reproductive health decision making, sex/gender, or sexual orientation. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, or termination.

24. Anti-Lobbying Certification. Consultant shall submit to City the Anti-Lobbying Certification contained in **Exhibit C**. Further, Consultant shall require that the language of the certification in **Exhibit C** be included in all contracts or subcontracts entered into in connection with this Agreement and that all Consultants and contractors shall certify and disclose accordingly.

25. Debarment, Suspension, Ineligibility and Voluntary Exclusion. By signing this Agreement, Consultant assures that neither it nor its principals, is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

26. Americans with Disabilities Act. By signing this Agreement, Consultant assures the City that it complies with the American with Disabilities Act (ADA) of 1990,

(42 U.S.C. 12101, et. seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to ADA.

27. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant and City and approved as to form by the City Attorney.

28. 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.

29. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between City and Consultant. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Agreement.

30. Execution. This Agreement may be executed in several counterparts, each of which shall constitute one and the same instrument and shall become binding upon the parties when at least one copy hereof shall have been signed by both parties hereto. In approving this Agreement, it shall not be necessary to produce or account for more than one such counterpart.

31. Time is of the Essence. Time is of the essence for this Agreement.

32. Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first written above.

CITY OF SOUTH LAKE TAHOE: CONSULTANT:

By_____ By _____

Cody Bass, Mayor Gina La Bier, Director of Market Development

Date _____ Date _____

Business License # ___332528_

APPROVED AS TO FORM:

By_____ Date _____

Heather Stroud, City Attorney

ATTEST:

By_____ Date _____

Susan Blankenship, City Clerk

Attachments:

Exhibit A – Scope of Services
Exhibit B – Compensation Schedule
Exhibit C - Anti-Lobbying Certification

EXHIBIT A

Scope of Services

METEOR EDUCATION

Customer Quick Quote (Quote #Q-06465-6)
Community and Rec Center Phase 2

Meteor Education, LLC
690 NE 23rd Avenue
Gainesville, FL 32609
www.meteoreducation.com

Prepared For:
City of South Lake Tahoe
1180 Rufus Allen Boulevard, South Lake Tahoe, California, 96150

Site:
City of South Lake Tahoe
1180 Rufus Allen Boulevard, South Lake Tahoe, CA, 96150

Quote ID
Q-06465
10/28/2025
NICOLE D

Terms
Net 30 Days
Prices Good Through 12/9/2025

Quote Contact
Gina La Bier
9257272827
glabier@meteoreducation.com

Site Contact
Jonathan Howells
jhowells@cityofslt.us

Amtab Manufacturing - Equalis (Region 10) - Equalis (Region 10) - Balance of Line - Zone 4 Installed	**Equalis (Region 10) - Balance of Line - Zone 4 Installed R10-1176K**	Discount: 57.14%	Install: 15.00%	Freight:Quoted Freight

Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		1	**CB2448-DR** **Description:** MOBILE E-Z TILT - RECTANGLE, 24"x 48" * Mobile E-Z Tilt Tables Series * Opened Footprint: 24"D x 48"W * Folded Footprint: 20"D x 48"W x 36"H * Table Surface Dimensions: 24"D x 48"W * Table Top Laminate Finish * Dyna-rock Edge Finish * Metal Finish * Casters Metal Finish: Black (qty 1 each) (srp $0.00) Table Edge: Dyna-Rock Black (qty 1 each) (srp $0.00) TableHeight: 27" (qty 1 each) (srp $0.00) Wheel: Black (qty 1 each) (srp $0.00) LaminateTop: Wilsonart Beigewood - 7850 (qty 1 each) (srp $0.00)	$2,486.00	$1,068.98	$1,068.98
2		1	**PT3642-DR** **Description:** SOCIAL TABLE - SQUARE - CAST IRON PEDESTAL BASE W/ FOOTRING * Social Tables Series * 36"L x 36"W x 42"H * Laminate finish * Dyna-Rock edge finish * Metal finish Metal Finish: Black (qty 1 each) (srp $0.00) Table Edge: Dyna-Rock Black (qty 1 each) (srp $0.00) Laminate: Wilsonart Beigewood - 7850 (qty 1 each) (srp $0.00)	$2,706.00	$1,159.79	$1,159.79
					Vendor Total:	$2,228.77

Claridge Products & Equipment - Equalis (Region 10) - Equalis (Region 10) - Zone 4 Installed	**Equalis (Region 10) - Zone 4 Installed R10-1176K**	Discount: 39.10%	Install: 15.00%	Freight: 10.35%

Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		8	**CU-3612-TB** **Description:** CURSIVE WALL-MOUNTED BOARD, TACKBOARD * Cursive Board Series * 12"W x 36"H * Fabric finish Tackable Surface: Maharam - Smoky (qty 1 each) (srp $0.00) Orientation: Right-handed (qty 1 each) (srp $0.00)	$289.00	$176.00	$1,408.00

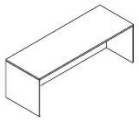
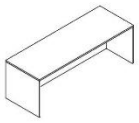
2		8	**CU-3648-LCS**	$961.00	$585.25	$4,682.00
			**Description:** CURSIVE BOARD, LCS PORCELAIN * Cursive Board * 48"W x 36"H * LCS porcelain finish * Rounded corners Orientation: Left-handed (qty 1 each) (srp $0.00) WritableSurface: LCS Porcelain - White (qty 1 each) (srp $0.00)			
					Vendor Total:	$6,090.00

Fomcore LLC - Equalis (Region 10) - Equalis (Region 10) - Zone 4 Installed	**Equalis (Region 10) - Zone 4 Installed R10-1176K**	Discount: 46.70%	Install: 15.00%	Freight:Quoted Freight

Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		2	**F016-22x31x35-G1-GR1**	$1,585.00	$844.81	$1,689.62
			**Description:** LINEAR ARMLESS CHAIR, GR1 * Armless Series * 22"D x 31"W x 35"H * Seat Height 18" * All foam construction * Reinforced seams and stitching * Grade 1 upholstery * Base options Back: Milano Stitch - Alpine (qty 1 each) (srp $0.00) Base: 1" Nylon Glide (qty 1 each) (srp $0.00) Seat: Silvertex Neo - Storm (qty 1 each) (srp $0.00)			
					Vendor Total:	$1,689.62

Friant - Equalis (Region 10) - Equalis (Region 10) -Zone 4 Installed -Balance of Line	**Equalis (Region 10) -Zone 4 Installed -Balance of Line R10-1176K**	Discount: 70.69%	Install: 15.00%	Freight:Quoted Freight

Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		1	**FCTD-RD29.24**	$1,381.18	$404.82	$404.82
			**Description:** DISC BASE TABLE, ROUND TOP * Ocassional Tables * 24" dia. x 29"H * Top finish * Edge finish * Base finish BaseFinish: MB - Matte Black (qty 1 each) (srp $0.00) Edge: Barley (E33) (qty 1 each) (srp $0.00) Top Finish: Barley (M30) (qty 1 each) (srp $0.00)			
2		8	**FD-BF-2416-MOB**	$1,509.44	$442.42	$3,539.36
			**Description:** DASH FREESTANDING MOBILE PEDESTAL, BOX/FILE, 24" * Dash Series * 24"D x 15-1/2"W x 24"H * Top finish * Casing finish * Front finish * Pull * Casters * Locking drawers * Pencil tray included CaseFinish: Barley (M30) (qty 1 each) (srp $0.00) Front: Barley (M30) (qty 1 each) (srp $0.00) Laminate: M30 - Barley (qty 1 each) (srp $0.00) Pull: Bar Pull - Black Umber (qty 1 each) (srp $0.00)			

3	8	**FD-BF-2416.CUSH**	$543.78	$159.38	$1,275.04
		**Description:** PEDESTAL CUSHION FOR MOBILE BOX/FILE * Dash Series * 24"D x 15-1/2"W x 1-3/4"H * Fabric finish Fabric: Silky - Graphite (qty 1 each) (srp $0.00)			
4	1	**FD-CS-3066**	$2,825.96	$828.29	$828.29
		**Description:** DESK SHELL WITH FULL MODESTY, 30X66 * Dash Series * 30"D x 66"W x 29"H * Laminate finish Grommet: Round Grommet Cut-out - 4" From Left Side - GL (qty 1 each) (srp $0.00) GrommetColor: Black Umber (qty 1 each) (srp $0.00) Laminate: M30 - Barley (qty 1 each) (srp $0.00)			
5	4	**FD-CS-3072**	$2,936.20	$860.60	$3,442.40
		**Description:** DESK SHELL W/ FULL MODESTY, 30" DEEP * Dash Series * 30"D x 72"W x 29"H * 6" modesty inset * Laminate finish * Grommet location * Grommet color Grommet: Round Grommet Cut-out - 4" From Right Side - GR (qty 1 each) (srp $0.00) GrommetColor: Black Umber (qty 1 each) (srp $0.00) Laminate: M30 - Barley (qty 1 each) (srp $0.00)			
6	3	**FD-CS-3072**	$2,936.20	$860.60	$2,581.80
		**Description:** DESK SHELL W/ FULL MODESTY, 30" DEEP * Dash Series * 30"D x 72"W x 29"H * 6" modesty inset * Laminate finish * Grommet location * Grommet color Grommet: Round Grommet Cut-out - 4" From Left Side - GL (qty 1 each) (srp $0.00) GrommetColor: Black Umber (qty 1 each) (srp $0.00) Laminate: M30 - Barley (qty 1 each) (srp $0.00)			
7	8	**FD-PBF-2016-MOB**	$1,862.42	$545.88	$4,367.04
		**Description:** LAMINATE MOBILE PENCIL/BOX/FILE PED * Dash Series * 20"D x 15-1/2"W x 24-1/2"H * Top finish * Casing finish * Front finish * Locking * Four casters CaseFinish: Barley (M30) (qty 1 each) (srp $0.00) Front: Barley (M30) (qty 1 each) (srp $0.00) Pull: Bar Pull - Black Umber (qty 1 each) (srp $0.00) Top Finish: Barley (M30) (qty 1 each) (srp $0.00)			
8	4	**FD-RS.CTM-L**	$2,130.10	$624.33	$2,497.32
		Description: CUSTOM DASH RETURN SHELL WITH HALF MODESTY, LEFT * Dash Series * 24"D x 48"L x 29"H * Laminate finish * 2mm PVC edge band * One (1) center grommet Grommet: Round Grommet Cut-out - Centered side to side - GC (qty 1 each) (srp $0.00) Laminate: M30 - Barley (qty 1 each) (srp $0.00)			

9		4	**FD-RS.CTM-R**	$2,130.10	$624.33	$2,497.32
			Description: CUSTOM DASH RETURN SHELL WITH HALF MODESTY, RIGHT * Dash Series * 24"D x 48"L x 29"H * Laminate finish * 2mm PVC edge band * One (1) center grommet Grommet: Round Grommet Cut-out - Centered side to side - GC (qty 1 each) (srp $0.00) Laminate: M30 - Barley (qty 1 each) (srp $0.00)			
					Vendor Total:	$21,433.39

Global Equipment Company - Equalis (Region 10) - Equalis (Region 10) - Zone 4 Installed	**Equalis (Region 10) - Zone 4 Installed R10-1176K**	Discount: 40.64%	Install: 15.00%	Freight: 10.75%

Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		1	**WB159008**	$6,061.94	$3,598.37	$3,598.37
			**Description:** SECURITY WORK & STORAGE CABINET * Security Work Centers * 24"D x 38"W x 72"H * Steel body w/ chrome handles * Three (3) drawers * Six (6) adj. shelves * Ninety-four (94) bins			
2		2	**WB238344GY**	$2,387.10	$1,416.98	$2,833.96
			**Description:** GLOBAL INDUSTRIAL 1 DOOR SECURITY GEAR LOCKER * Gear Lockers * 24"D x 24"W x 72"H * Gray steel finish * One (1) top shelf * Includes full width coat rod and two coat hooks * T-handle includes cylinder lock w/ (2) keys			
3		2	**WB240460BKB**	$194.98	$115.88	$231.76
			**Description:** PLASTIC TRASH CAN WITH LID & DOLLY - 32 GALLON BLACK * Indoor Trash Cans * 24-1/2" dia. x 32"H * Black finish * Five 3" casters * Includes one lid and dolly			
4		1	**WB240460BLB**	$194.98	$115.88	$115.88
			**Description:** PLASTIC TRASH CAN WITH LID & DOLLY - 32 GALLON BLUE * Indoor Trash Cans * 24-1/2" dia. x 32"H * Blue finish * Five 3" casters * Includes one lid and dolly			

5		1	**WB257896BK** **Description:** HEAVY DUTY MOBILE STORAGE CABINET, BLACK * Mobile Storage Cabinets * 24"D x 46"W x 78"H * Black steel finish * Four shelves * 5" swivel casters; two with brakes	$1,154.06	$865.55	$865.55
6		13	**WB261748BK** **Description:** 28-1/8 QT. PLASTIC WASTEBASKET - BLACK * Trash Cans & Containers * 10-1/2"D x 14-1/2"W x 15"H * Black finish	$24.97	$14.82	$192.66
7		13	**WB261878BL** **Description:** DESKSIDE RECYCLING WASTEBASKET, 7 GALLON, BLUE * Recycling Bins and Cans * 10-1/2"D x 14-1/2"W x 15"H * Blue finish with recycling logo	$15.10	$8.96	$116.48
8		1	**WB269682BL** **Description:** PLASTIC HANG & STACK BIN, PACKAGE OF 12 * Hang & Stack Bins Series * 10-7/8"L x 5-1/2"W x 5"H * Blue finish * Pack of (12)	$122.01	$72.43	$72.43
9		1	**WB318862TN** **Description:** 18" PEGBOARD & 36" LOUVER PANEL KIT * Workbench Panels & Mounting Kits Series * 72"W x 42"H * Tan finish * One (1) 18" pegboard * One (1) 36" louver	$557.29	$330.81	$330.81
10		1	**WB606968** **Description:** PEGBOARD HOOKS, PACK OF 30 * Workbench Panels & Mounting Kits Series * Pack of (30) assorted pegboard hooks	$83.50	$49.57	$49.57
11		1	**WB607008BTNA** **Description:** ADJ. HEIGHT WORKBENCH, POWER APRON, 30X72 * Heavy Duty Stationary Workbenches * 30"D x 72"W x 30" - 42" adj. ht. * Maple butcher block * Tan frame * Pre-wired power apron * Three (3) duplex 15 amp/115V outlets, circuit breaker, 13"L power cord * Glides	$2,061.94	$1,223.97	$1,223.97

12		2	**WBB3197460**	$361.16	$214.38	$428.76
			**Description:** POLY RAY STOOL, MEDIUM BENCH HEIGHT W/ CASTERS * Cleanroom Stools Series * 19" - 26-1/2" adj. ht. * Black tractor seat * Black frame * Casters			
					Vendor Total:	$10,060.20

Gratnells, LLC - Equalis (Region 10) - Equalis (Region 10) - Zone 4 Installed	**Equalis (Region 10) - Zone 4 Installed R10-1176K**	Discount: 43.88%	Install:Quoted Install	Freight:Quoted Freight

Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		1	**DYFT344C0220**	$2,367.20	$1,328.46	$1,328.46
			**Description:** DYNAMIS COMBO CART SET * Dynamis Series * 41-1/2"D x 16-3/5"W x 67-1/5"H * Silver Finish * Twelve (12) 6" Deep Translucent Trays			
					Vendor Total:	$1,328.46

Via, Inc. - Equalis (Region 10) - Equalis (Region 10) - Zone 4 Installed	**Equalis (Region 10) - Zone 4 Installed R10-1176K**	Discount: 39.00%	Install: 15.00%	Freight:Quoted Freight

Item No.	Image	Qty	Model Number	List Price	Your Price	Ext. Price
1		8	**350-B-0A-16SCG-01RE-GR2**	$876.75	$534.82	$4,278.56
			**Description:** RESET NESTING CHAIR, ARMLESS, GRADE 2 * Reset Series * 24"D x 24"W x 34-1/2"H * 18-1/2" seat height * Grade 2 upholstered finish * Frame finish * Casters * Mesh finish * Packaging options FabricGR2: Momentum Tribeca - Cascade (qty 1 each) (srp $0.00) Frame: Black (qty 1 each) (srp $0.00) MeshColor: 01RE - Black (qty 1 each) (srp $0.00) Packaging: Will Call (qty 1 each) (srp $0.00) Casters: Grey-Black All Floor Casters - 16SCG (qty 1 each) (srp $0.00)			
2		2	**751-B-23-7US-GR3**	$1,065.75	$650.11	$1,300.22
			**Description:** ZEE STACKABLE BAR STOOL, GR3 * Zee Series * 21-1/2"D x 22"W x 42"H * 30-1/2" seat height * Poly shell finish * Upholstered seat grade 3 fabric * Frame finish FabricGR3: Momentum Twill EPU - Mist (qty 1 each) (srp $0.00) Frame: Matte Black (qty 1 each) (srp $0.00) Poly Shell: Anthracite (qty 1 each) (srp $0.00)			

3	14	**782-B-67C-SS-FT-38A6-18BB-16SCG-01U-GR2**	$1,381.80	$842.90	$11,800.60



Description:
4U MESH BACK, MEDIUM EC SEAT, GR2
* 4U Series
* 25"D x 26-1/2"W x 37" - 41-1/2" Adj. Ht.
* 17" - 21-1/2" Adj. seat height
* Mesh back finish
* Upholstered seat finish
* Frame finish
* Casters
ArmOption: Black Basic Height Adj. - 38A6 (qty 1 each) (srp $0.00)
Base: 26" Black Poly Base (qty 1 each) (srp $0.00)
ControlOption: Quick Adjust Synchro w/Depth/Fwd Adj. (qty 1 each) (srp $0.00)
FabricGR2: Momentum Tribeca - Cascade (qty 1 each) (srp $0.00)
Frame: Black (qty 1 each) (srp $0.00)
MeshColor: Standard Black (qty 1 each) (srp $0.00)
Packaging: Will Call (qty 1 each) (srp $0.00)
Casters: Grey-Black All Floor Casters - 16SCG (qty 1 each) (srp $0.00)

Vendor Total: $17,379.38

Product:	$60,209.82
Install:	$10,314.99
Prevailing Wage:	$3,912.30
Freight:	$3,928.47
Sales Tax (8.77%):	$6,856.93
Location Total:	**$85,222.51**

Quote Total: **$85,222.51**

Customer Notes

Prevailing Wage installation costs compliant with California DIR and SB 854 regulations. Meteor Education, LLC DIR registration number 1000009454.

Terms and Conditions of Sale

Within these Terms and Conditions of Sale the "Company" shall be deemed to mean Meteor Education, LLC, Premier & Furniture Equipment LLC, Worthington Contract Furniture LP or Blankenship Associates, Inc. Should any product be purchased under a bid or contract with terms and conditions different from those contained herein, the terms of said bid or contract shall supersede or augment the following. If customer purchase order includes terms different than the terms listed below, terms will be reviewed for acceptance by the Company.

General Sales Policy

No order in process of production, or product other than standard, is subject to cancellation, delivery deferment, or specification change without the written acceptance of the Company.
The Company must be in receipt of an authorized written purchase order prior to an order being processed. The Company reserves the right to refuse purchase orders if the terms and conditions of such orders are contrary to these Terms and Conditions of Sale. Purchase Orders should be emailed to orders@meteoreducation.com or mailed to the Company at 690 NE 23rd Avenue, Gainesville, FL, 32609. All orders are subject to the approval of the Company's credit control department and the terms and conditions relating to the granting of such credit facilities.
First time orders from non-publicly funded entities must be prepaid at the time of the order in accordance with the prepay requirements listed below unless prior arrangements have been agreed upon with the Company's credit control department.
Any order over $5,000 for a prepay vendor, will require prepayment from customer. A list of prepay vendors is available upon request.

Returned Goods

Returned goods will only be accepted under a Return Authorization number (RA) issued by the Company. Accepted Returns may be subject to re-stocking and handling fees and any additional freight costs. Special order or custom made products may not be returned.

Cancelled Orders

Cancelled orders may be subject to fees associated with completed work including, but not limited to, design, order processing, and manufacturing.

Order Changes

Any change to your order must be in a written change order.

Taxes

Excise, sales, occupation, use, or other tax imposed upon the distributor will be additional to the sales price unless otherwise noted on the purchase order. For tax exempt entities, tax exempt form must be on file with the Company before purchase order is processed or the Company must, by law, charge appropriate sales tax. If applicable, please submit your sales tax exemption ID on the purchase order to ensure proper billing. Sales tax rates are based on the end user's site address and are subject to change. The sales tax rate and amount provided on this quote are estimates only. Upon delivery, you will be invoiced at the current rate of sales tax which may differ from this estimate.

Bonding

Performance and payment bonds are available for a fee and are not included in quoted price unless clearly noted. If bonding is needed, cost will be 1.5%* of total quoted amount. *Fee percentage is subject to change.

Terms

The Company will invoice customer upon delivery. Terms are net 30 days unless otherwise agreed prior to the acceptance of the order. Customer agrees to pay 18% annual interest, or $50 per month, whichever is greater, on the balance of any late payment.

Drop-Ship or Inside Delivery Only

Freight damage must be reported to the Company within 48 hours of delivery. It is important to note any crushed or damaged packaging, discolored packaging (indicating water damage), or anything that looks as if it has been reopened or repackaged. All packages should be opened and products inspected within 48 hours of receipt. Upon discovery of any damage or shortage, the Company's Service Department must be notified at 1-800-699-7516.
The Carrier will produce a Bill of Lading for signature acknowledging receipt. Please ensure the number of cartons/items received match the bill of lading as well as the work order. Any shortages should be annotated on THE BILL OF LADING NEXT TO YOUR SIGNATURE and immediately reported to the Company's Traffic Office on 1-800-699-7516. The acknowledged Bill of Lading is deemed to be proof of delivery and the Company will issue its invoice(s) for payment. Any unauthorized assessorial charges will not be paid for.

Installed Product & Services

Product to be installed will be delivered and installed at the address notified in the purchase order unless previous arrangements have been agreed. Upon the delivery of product to the specified location the Company will invoice the customer in the amount of product delivered with the appropriate proof of delivery (bill of lading, manufacturer packing list, or work order). All placement and assembly will be verified by signature confirmation that items have been assembled, set in place, and are in good condition. All installation and delivery charges (above product invoices) will be billed upon receipt of final verification by customer signature on completed work orders. The Company will also provide a complete Master Invoice summarizing all invoices at that time at the customer's request. Any damage must be noted on the separate service request form provided by the installer, a copy of which will be made available for customer records. Services will be delivered to staff/personnel at the address notified in the purchase order unless previous arrangements have been agreed. Services may be provided prior to, during and/or after delivery of product. Any associated services pertaining to this agreement are good for a period of up to one-year from the initial delivery date of product.

Warranty

All products carry their manufacturer's standard warranty. Please contact your local representative for details.

EXHIBIT B

SCHEDULE OF CHARGES AND TIMELINE

BUDGET

Estimated fees (not to exceed)	**$85,222.51**
Product	**$60,209.82**
Freight	**$3,928.47**
Tax	**$6,856.93**
Install	**$10,314.99**
Prevailing Wage	**$3,912.30**
TOTAL (not to exceed)	**$85,222.51**

TIMELINE

- **Invoice upon delivery of product to the new Recreation & Aquatics Center.**
- **Product to be delivered and installed following issuance of Temporary Occupancy Permit (Date to be Determined in February 2026)**

EXHIBIT C

ANTI-LOBBYING CERTIFICATION

Consultant shall submit to City this certification prior to or at the time of the execution of this Agreement.

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 imposed by Section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty not less than $10,000 and no more than $100,000 for such failure.

The undersigned certifies, to the best of his or her knowledge or belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any 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 any Federal contract, grant, loan, or cooperative agreement; and

2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any 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, cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instruction.

Consultant:
Gina La Bier, Director of Market Development

By:_____

CNA	CNA PARAMOUNT **Additional Insured - Designated Person or Organization Endorsement**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE
Name Of Additional Insured Person Or Organization:
ANY PERSON OR ORGANIZATION THAT YOU ARE REQUIRED BY WRITTEN CONTRACT OR WRITTEN AGREEMENT TO NAME AS AN ADDITIONAL INSURED

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

It is understood and agreed that the section entitled **WHO IS AN INSURED** is amended with the addition of the following:

A. The person or organization shown in the Schedule is an **Insured**, but only with respect to such person or organization's liability for **bodily injury**, **property damage** or **personal and advertising injury** caused in whole or in part, by: the **Named Insured's** acts or omissions, or the acts or omissions of those acting on the **Named Insured's** behalf:

1. in the performance of the **Named Insured's** ongoing operations; or

2. in connection with premises owned by or rented to the **Named Insured**.

B. However, if coverage for the additional **Insured** is required by written contract or written agreement, subject always to the terms and conditions of this policy, including the limits of insurance, the Insurer will not provide such additional **Insured** with:

1. coverage broader than required by such contract or agreement; or

2. a higher limit of insurance than required by such contract or agreement.

C. The coverage granted by this endorsement does not apply to **bodily injury** or **property damage** included within the **products-completed operations hazard**.

Any coverage granted by this endorsement shall apply solely to the extent permissible by law.

1002000627036509662836 3

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 07/14/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED 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 Willis Towers Watson Northeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@wtwco.com
INSURED Meteor Education, LLC 690 NE 23rd Ave Gainesville, FL 32609	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : National Fire Insurance Company of Hartfor — 20478 INSURER B : Continental Insurance Company — 35289 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** W39810392 **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: POLICY X PRO-JECT X LOC OTHER:	Y		7036509662	04/28/2025	04/28/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ $ $ $ $ $	1,000,000 1,000,000 15,000 1,000,000 2,000,000 2,000,000
B	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY			7036297572	04/28/2025	04/28/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $	1,000,000
B	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000			7036297619	04/28/2025	04/28/2026	EACH OCCURRENCE AGGREGATE	$ $	15,000,000 15,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: No If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		7036297605	04/28/2025	04/28/2026	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
B	Workers Compensation and Employers Liability - CA Per Statute			7036297586	04/28/2025	04/28/2026	E.L. Each Accident E.L. Disease-EA Emp E.L. Disease-Pol Lim	$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)

City of South Lake Tahoe is included as an Additional Insured as respects to General Liability.

CERTIFICATE HOLDER

City of South Lake Tahoe
1901 Lisa Maloff Way
South Lake Tahoe, CA 96150

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

Patricia A Forry

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AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
Willis Towers Watson Northeast, Inc.		Meteor Education, LLC 690 NE 23rd Ave Gainesville, FL 32609
POLICY NUMBER See Page 1		
CARRIER See Page 1	NAIC CODE See Page 1	EFFECTIVE DATE: See Page 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 28 FORM TITLE: Evidence of Commercial Property

Location Specific Limits below only apply to LOC #0001 - 690 NE 23RD AVE, GAINESVILLE, FL 32609
Real Property: $1,619,000
Personal Property: $3,018,283
Business Income and Extra Expense: $250,000
Named Storm Deductible: $250,000

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SR ID: 28092200 BATCH: 4042659 CERT: W39810393

EVIDENCE OF COMMERCIAL PROPERTY INSURANCE

DATE (MM/DD/YYYY): 07/14/2025

THIS EVIDENCE OF COMMERCIAL PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

PRODUCER NAME, CONTACT PERSON AND ADDRESS Willis Towers Watson Northeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@wtwco.com CODE: SUB CODE: AGENCY CUSTOMER ID #:
NAMED INSURED AND ADDRESS Meteor Education, LLC 690 NE 23rd Ave Gainesville, FL 32609	ADDITIONAL NAMED INSURED(S)
COMPANY NAME AND ADDRESS National Fire Insurance Company of Hartford 333 S Wabash Ave Fl 22 Chicago, IL 606044107	NAIC NO: 20478 IF MULTIPLE COMPANIES, COMPLETE SEPARATE FORM FOR EACH
POLICY TYPE Commercial Property	
LOAN NUMBER	POLICY NUMBER 7036509662
EFFECTIVE DATE 04/28/2025	EXPIRATION DATE 04/28/2026 ☐ CONTINUED UNTIL TERMINATED IF CHECKED
THIS REPLACES PRIOR EVIDENCE DATED:	

PROPERTY INFORMATION (ACORD 101 may be attached if more space is required) ☐ BUILDING OR ☒ BUSINESS PERSONAL PROPERTY

LOCATION / DESCRIPTION

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 EVIDENCE OF PROPERTY INSURANCE 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.

COVERAGE INFORMATION PERILS INSURED ☐ BASIC ☐ BROAD ☒ SPECIAL ☐

	YES	NO	N/A		
COMMERCIAL PROPERTY COVERAGE AMOUNT OF INSURANCE: $ 5,055,039				DED: $10,000	
☒ BUSINESS INCOME ☐ RENTAL VALUE	X			If YES, LIMIT: $265,000	Actual Loss Sustained; # of months:
BLANKET COVERAGE	X			If YES, indicate value(s) reported on property identified above: $	
TERRORISM COVERAGE		X		Attach Disclosure Notice / DEC	
IS THERE A TERRORISM-SPECIFIC EXCLUSION?			X		
IS DOMESTIC TERRORISM EXCLUDED?			X		
LIMITED FUNGUS COVERAGE	X			If YES, LIMIT: $50,000	DED: $10,000
FUNGUS EXCLUSION (If "YES", specify organization's form used)		X			
REPLACEMENT COST	X				
AGREED VALUE		X			
COINSURANCE		X		If YES, %	
EQUIPMENT BREAKDOWN (If Applicable)	X			If YES, LIMIT: $250k (Spoilage)	DED: $10,000
ORDINANCE OR LAW - Coverage for loss to undamaged portion of bldg	X			If YES, LIMIT: Included	DED: $10,000
- Demolition Costs	X			If YES, LIMIT: $500,000	DED: $10,000
- Incr. Cost of Construction	X			If YES, LIMIT: Included	DED: $10,000
EARTH MOVEMENT (If Applicable)	X			If YES, LIMIT: $1,000,000	DED: $25,000
FLOOD (If Applicable)	X			If YES, LIMIT: $1,000,000	DED: $25,000
WIND / HAIL INCL ☐ YES ☒ NO Subject to Different Provisions:		X		If YES, LIMIT:	DED:
NAMED STORM INCL ☒ YES ☐ NO Subject to Different Provisions:		X		If YES, LIMIT: Included	DED: See Below
PERMISSION TO WAIVE SUBROGATION IN FAVOR OF MORTGAGE HOLDER PRIOR TO LOSS	X				

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.

ADDITIONAL INTEREST

☐ CONTRACT OF SALE ☐ LENDER'S LOSS PAYABLE ☐ LOSS PAYEE ☐ MORTGAGEE

NAME AND ADDRESS

City of South Lake Tahoe
1901 Lisa Maloff Way
South Lake Tahoe, CA 96150

LENDER SERVICING AGENT NAME AND ADDRESS

AUTHORIZED REPRESENTATIVE

Patricia A Forry

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Equalis Group Contract Information Sheet

Contract Information

Awarded Vendor:	Meteor Education, LLC
Contract Number:	R10-1176K
Effective Date:	July 1, 2025
Initial Term Expiration Date:	June 30, 2028
Renewable Through:	June 30, 2030

RFP Process Information

RFP Number:	RFP R10-1176
RFP Title:	Technology Software, Equipment, Services and Related Solutions
Dates Advertised:	March 7 & 15, 2025
# of Vendors that Requested RFP:	189
Questions Due:	March 27, 2024
Amendments Issued:	March 22 & April 7, 2025
Public Bid Opening Date and Time:	April 17, 2025, 2:00 pm CT
# of Responses Submitted:	53
Number of Awarded Vendors:	19
Date of Board Approval:	June 18, 2025

Evaluation Criteria

Products/Pricing (35 Points)
Performance Capability (25 Points)
Qualifications and Experience (25 Points)
Commitment to Members (15 Points)

Summary

Region 10 Education Service Center solicited RFP R10-1176 in accordance with Texas State procurement laws as outlined in TEC 44.031. As stated in the RFP, this solicitation was to result in one or more cooperative (commonly known as "piggybackable") contacts for use by Equalis Group members in addition to Region 10 ESC. In reviewing responses, Region 10 ESC determined that a multiple award was justified to satisfy the needs outlined in the RFP for the national Equalis membership.

Contract Features:

- There is no fee to public agencies for membership in Equalis Group or the usage of Equalis Group contracts.
- This procurement followed all the guidelines of 2 CFR 200 (commonly known as Uniform Guidance or "EDGAR" requirements in Texas), which explicitly encourages the use of cooperative purchasing to increase efficiencies (2 CFR 200.318e). Agencies using the contract should still conduct their own Cost/Price Analysis in compliance with 2 CFR 200.324a.
- In order to utilize the contract, agencies must reference the contract on their PO or other official purchase documentation to connect their individual purchase with Region 10's public competitive solicitation process.

For any questions or concerns, please contact:
Clint Pechacek, Purchasing Consultant, clint.pechacek@region10.org, 972-348-1184
Your Local Equalis Representative: Find them here

SECTION THREE: PART A – VENDOR CONTRACT AND GENERAL TERMS AND CONDITIONS

VENDOR CONTRACT AND SIGNATURE FORM

This Vendor Contract and Signature Form ("Contract") is made as of July 1, 2025, by and between MeTEOR Education, LLC *("Vendor") and Region 10 Education Service Center ("Region 10 ESC") for the purchase of Furniture and Storage Related Products and Services ("the products and services").*

RECITALS

WHEREAS, both parties agree and understand that the following pages will constitute the contract between the successful vendor(s) and Region 10 ESC, having its principal place of business at ***Education Service Center, Region 10, 400 E Spring Valley Rd, Richardson, TX 75081***

WHEREAS, Vendor agrees to include, in writing, any required exceptions or deviations from these terms, conditions, and specifications; and it is further understood that if agreed to by Region 10 ESC, said exceptions or deviations will be incorporated into the final contract "Vendor Contract."

WHEREAS, this contract consists of the provisions set forth below, including provisions of all attachments referenced herein. In the event of a conflict between the provisions set forth below and those contained in any attachment, the provisions set forth below shall control.

WHEREAS, the Vendor Contract will provide that any state, county, special district, local government, school district, private K-12 school, technical or vocational school, higher education institution (including community colleges, colleges and universities, both public and private), other government agencies or non-profit organization may purchase products and services at prices indicated in the Vendor Contract upon registering and becoming a Member with Region 10 ESC; and it being further understood that Region 10 ESC shall act as the Lead Public Agency with respect to all such purchase agreements. This process may be referred to as "piggybacking", "cooperative purchasing", "joint powers", or other terminology depending on the specific state or agency location.

WHEREAS, Equalis Group has the administrative and legal capacity to administer purchases on behalf of Region 10 ESC under the Vendor Contract with participating public agencies and entities, as permitted by applicable law.

1. ARTICLE 1 – GENERAL TERMS AND CONDITIONS

1.1 Equalis Group shall be afforded all of the rights, privileges and indemnifications afforded to Region 10 ESC under the Vendor Contract, and such rights, privileges and indemnifications shall accrue and apply with equal effect to Equalis Group, including, without limitation, Vendor's obligation to provide insurance and other indemnifications to Lead Public Agency.

1.2 Awarded vendor shall perform all duties, responsibilities and obligations, set forth in this agreement, and required under the Vendor Contract.

1.3 Equalis Group shall perform its duties, responsibilities and obligations as administrator of purchases, set forth in this agreement, and required under the Vendor Contract.

1.4 **Customer Support**: The vendor shall provide timely and accurate technical advice and sales support to Region 10 ESC staff, Equalis Group staff and participating agencies. The vendor shall respond to such requests within one (1) working day after receipt of the request.

2. ARTICLE 2 – ANTICIPATED TERM OF AGREEMENT

2.1 **Term:** The term of the Contract shall commence upon award and shall remain in effect for a period of three (3) years, unless terminated, canceled or extended as otherwise provided herein. The Contractor agrees that Region 10 ESC shall have the right, at its sole option, to renew the Contract for two (2) additional one-year periods or portions thereof. In the event that Region 10 ESC exercises such rights, all terms, conditions and provisions of the original Contract shall remain the same and apply during the renewal period with the possible exception of price and minor scope additions and/or deletions.

2.2 **Automatic Renewal:** Renewal will take place automatically for one (1) year unless Region 10 ESC gives written notice to the awarded supplier at least ninety (90) days prior to the expiration.

3. ARTICLE 3 – REPRESENTATIONS AND COVENANTS

3.1 **Scope**: This contract is based on the need to provide the economic benefits of volume purchasing and reduction in administrative costs through cooperative purchasing to schools and other Members.

3.2 **Compliance**: Cooperative Purchasing Agreements between Equalis Group and its Members have been established under state procurement law.

3.3 **Vendor's promise**: Vendor agrees all prices, terms, warranties, and benefits granted by Vendor to Members through this contract are comparable to or better than the equivalent terms offered by Vendor to any present customer meeting the same qualifications or requirements.

4. ARTICLE 4 – FORMATION OF CONTRACT

4.1 **Vendor contract documents**: Region 10 ESC will review proposed Vendor contract documents. Vendor's contract document shall not become part of Region 10 ESC's contract with vendor unless and until an authorized representative of Region 10 ESC reviews and approves it.

4.2 **Form of contract**: The form of contract for this solicitation shall be the Request for Proposal, the awarded proposal(s) to the lowest responsible respondent(s), and properly issued and reviewed purchase orders referencing the requirements of the Request for Proposal. If a vendor submitting a proposal requires Region 10 ESC and/or Member to sign an additional agreement, a copy of the proposed agreement must be included with the proposal.

4.3 **Entire Agreement (Parol evidence)**: The contract, as specified above, represents the final written expression of agreement. All agreements are contained herein and no other agreements or representations that materially alter it are acceptable.

4.4 **Assignment of Contract**: No assignment of contract may be made without the prior written approval of Region 10 ESC. Purchase orders and payment can only be made to awarded vendor unless otherwise approved by Region 10 ESC. Awarded vendor is required to notify Region 10 ESC when any material change in operations is made that may adversely affect Members (i.e. awarded vendor bankruptcy, change of ownership, merger, etc.).

4.5 **Contract Alterations**: No alterations to the terms of this contract shall be valid or binding unless authorized and signed with a "wet signature" by a Region 10 ESC staff member.

4.6 **Order of precedence**: In the event of a conflict in the provisions of the contract as accepted by Region 10 ESC, the following order of precedence shall prevail:

- General terms and conditions
- Specifications and scope of work
- Attachments and exhibits
- Documents referenced or included in the solicitation

4.7 **Supplemental Agreements**: The entity participating in the Region 10 ESC 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. Neither Region 10 ESC, Equalis Group, its agents, Members and employees shall be made party to any claim for breach of such agreement.

5. ARTICLE 5 – TERMINATION OF CONTRACT

5.1 **Cancellation for cause**: If, for any reason, the Vendor fails to fulfill its obligation in a timely manner, or if the vendor violates any of the covenants, agreements, or stipulations of this contract, Region 10 ESC reserves the right to terminate the contract immediately and pursue all other applicable remedies afforded by law. Such termination shall be effective by delivery of notice, to the vendor, specifying the effective date of termination. In such event, participating Member shall retain sole ownership of all data or intellectual property provided to vendor for the performance of services, as well as any material, reports, or data which the participating Member has already paid the vendor for. Vendor shall retain sole ownership of its own intellectual property and may reclaim or otherwise remove access to any material the participating Member has not paid for. If such event does occur, then vendor will be entitled to receive just and equitable compensation for the satisfactory work completed.

5.2 **Delivery/Service failures**: Region 10 ESC may issue a written deficiency notice to contractor for acting or failing to act in any of the following:

i. Providing material that does not meet the specifications of the contract;
ii. Providing work and/or material that was not awarded under the contract;
iii. Failing to adequately perform the services set forth in the scope of work and specifications;
i**v.** Failing to complete required work or furnish required materials within a reasonable amount of time;
v. Failing to make progress in performance of the contract and/or giving Region 10 ESC reason to believe that contractor will not or cannot perform the requirements of the contract; and/or
vi. Performing work or providing services under the contract prior to receiving a purchase order for such work.

Upon receipt of a written deficiency notice, contractor shall have ten (10) days to provide a satisfactory response to Region 10 ESC. Failure to adequately address all issues of concern may result in contract cancellation. Failure to deliver goods or services within the time specified or within a reasonable time period as interpreted by the purchasing agent, or failure to make replacements or corrections of rejected articles/services when so requested shall constitute grounds for the contract to be terminated.

5.3 **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 the State of Texas 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

5.4 **Cancellation for convenience**: Either party may cancel this contract in whole or in part by providing written notice. The cancellation will take effect 90 business days after the other party receives the notice of cancellation. After the 90th business day all work will cease following completion of final purchase order. Region 10 ESC reserves the right to request additional items not already on contract at any time.

6. ARTICLE 6 – LICENSES

6.1 **Duty to keep current license:** Vendor shall maintain in current status all federal, state and local licenses, bonds and permits required for the operation of the business conducted by vendor. Vendor shall remain fully informed of and in compliance with all ordinances and regulations pertaining to the lawful provision of services under the contract. Region 10 ESC reserves the right to stop work and/or cancel the contract of any vendor whose license(s) expire, lapse, are suspended or terminated.

6.2 **Suspension or Debarment**: Vendor shall provide a letter in the proposal notifying Region 10 ESC of any debarment, suspension or other lawful action taken against them by any federal, state, or local government within the last five (5) years that precludes Vendor or its employees from participating in any public procurement activity. The letter shall state the duration of the suspension or action taken, the relevant circumstances and the name of the agency imposing the suspension. Failure to supply or disclose this information may be grounds for cancellation of contract.

6.3 **Survival Clause:** All applicable software license agreements, warranties or service agreements that were entered into between Vendor and Customer/participating Member under the terms and conditions of the Contract shall survive the expiration or termination of the Contract. All Purchase Orders issued and accepted by Order Fulfiller shall survive expiration or termination of the Contract.

7. ARTICLE 7 – DELIVERY PROVISIONS

7.1 **Delivery**: Vendor shall deliver physical materials purchased on this contract to the participating Member issuing a Purchase Order. Conforming product shall be shipped within the timeframe agreed upon by the participating Member. If delivery is not or cannot be made within the time specified by the Purchase Order the vendor must receive authorization from the participating Member for the delayed delivery, at which time the participating Member may cancel the order if estimated shipping time is not acceptable.

7.2 **Inspection & Acceptance:** If defective or incorrect material is delivered, participating Member may make the determination to return the material to the vendor at no cost to the participating Member. The vendor agrees to pay all shipping costs for the return shipment. Vendor shall be responsible for arranging the return of the defective or incorrect material.

7.3 **Responsibility for supplies tendered:** Vendor shall be responsible for the materials or supplies covered by this contract until they are delivered to the designated delivery point.

7.4 **Shipping Instructions:** Each case, crate, barrel, package, etc, delivered under this contract must be plainly labeled, securely tagged, and delivered in the place and time designated by the participating Member in their Purchase Order or by other mutual agreement.

7.5 **Additional charges:** Unless bought on F.O.B. "shipping point" and Vendor prepays transportation, no delivery charges shall be added to invoices except when express delivery is authorized and substituted on orders for the method specified in the contract. In such cases, the difference between freight or mail and express charges may be added to the invoice.

7.6 **Buyer's delays:** Region 10 ESC will not be responsible for any late fees due the prime contractor by the participating Member. The prime contractor will negotiate with the participating Member for the recovery of damages related to expenses incurred by the vendor for a delay for which the Member is responsible, which is unreasonable, and which was not within the contemplation of the parties to the contract between the two parties.

8. ARTICLE 8 – BILLING AND REPORTING

8.1 **Payments**: The participating entity using the contract will make payments directly to the awarded vendor. Payment shall be made after satisfactory performance, in accordance with all provisions thereof, and upon receipt of a properly completed invoice.

8.2 **Tax Exempt Status**: Since this is a national contract, knowing the tax laws in each state is the sole responsibility of the Vendor.

9. ARTICLE 9 – PRICING

9.1 **Market competitive guarantee**: Vendor agrees to provide market competitive pricing, based on the value offered upon award, to Region 10 ESC and its participating public agencies throughout the duration of the contract.

9.2 **Price increase**: Should it become necessary or proper during the term of this contract to make any change in design or any alterations that will increase expense, Region 10 ESC must be notified immediately. Price increases must be approved by Region 10 ESC and no payment for additional materials or services, beyond the amount stipulated in the contract, shall be paid without prior approval. All price increases must be supported by manufacture documentation, or a formal cost justification letter.

Vendor must honor previous prices for thirty (30) days after approval and written notification from Region 10 ESC if requested.

It is Vendor's responsibility to keep all pricing up to date and on file with Region 10 ESC. All price changes must be provided to Region 10 ESC, using the same format as was accepted in the original contract.

9.3 **Additional Charges**: All deliveries shall be freight prepaid, F.O.B. destination and shall be included in all pricing offered unless otherwise clearly stated in writing.

9.4 **Price reduction and adjustment:** Price reduction may be offered at any time during contract. Special, time-limited reductions are permissible under the following conditions: 1) reduction is available to all Members equally; 2) reduction is for a specific time period, normally not less than

thirty (30) days; and 3) original price is not exceeded after the time-limit. Vendor shall offer Region 10 ESC any published price reduction during the contract period.

9.5 **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 (Region 10 ESC or its Participating Members). 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.

9.6 **Administrative Fees:** The Vendor agrees to pay administrative fees to Equalis Group based on the terms set in the Equalis Group Administration Agreement. All pricing submitted to Region 10 shall include the administrative fee to be remitted to Equalis Group by the awarded vendor.

9.7 **Price Calculation:** Cost plus a percentage as a primary mechanism to calculate pricing is not allowed. Pricing may either be in the form of line item pricing, defined as a specific individual price on a product or service, or a percentage discount from a verifiable catalog or price list. Other discounts or incentives may be offered.

10. ARTICLE 10 – PRICING AUDIT

10.1 **Audit rights:** Vendor shall, at Vendor's sole expense, maintain appropriate due diligence of all purchases made by Region 10 ESC and any participating entity that accesses this Agreement. Equalis Group and Region 10 ESC each reserve the right to audit the accounting for a period of three (3) years from the time such purchases are made. This audit right shall survive termination of this Agreement for a period of one (1) year from the effective date of termination. In the State of New Jersey, this audit right shall survive termination of this Agreement for a period of five (5) years from the date of final payment. Such records shall be made available to the New Jersey Office of the State Comptroller upon request. Region 10 ESC shall have the authority to conduct random audits of Vendor's pricing that is offered to eligible entities at Region 10 ESC's sole cost and expense. Notwithstanding the foregoing, in the event that Region 10 ESC is made aware of any pricing being offered to eligible agencies that is materially inconsistent with the pricing under this agreement, Region 10 ESC shall have the ability to conduct an extensive audit of Vendor's pricing at Vendor's sole cost and expense. Region 10 ESC may conduct the audit internally or may engage a third-party auditing firm. In the event of an audit, the requested materials shall be provided in the format and at the location designated by Region 10 ESC or Equalis Group.

11. ARTICLE 11 – PROPOSER PRODUCT LINE REQUIREMENTS

11.1 **Current products**: Proposals shall be for products and services in current production and marketed to the general public and education/government agencies at the time the proposal is submitted.

11.2 **Discontinued products**: If a product or model is discontinued, Vendor may substitute a new product or model if the replacement product meets or exceeds the specifications and performance of the discontinued model and if the discount is the same or greater than the discontinued model.

11.3 **New products/Services**: New products and/or services that meet the scope of work may be added to the contract. Pricing shall be equivalent to the percentage discount for other products. Vendor may replace or add product lines to an existing contract if the line is replacing or supplementing products on contract, is equal or superior to the original products offered, is discounted in a similar or to a greater degree, and if the products meet the requirements of the solicitation. No products and/or services may be added to avoid competitive procurement requirements. Region 10 ESC may require additions to be submitted with documentation from Participating Members demonstrating

an interest in, or a potential requirement for, the new product or service. Region 10 ESC may reject any additions without cause.

11.4 **Options**: Optional equipment for products under contract may be added to the contract at the time they become available under the following conditions: 1) the option is priced at a discount similar to other options; 2) the option is an enhancement to the unit that improves performance or reliability.

11.5 **Product line**: Vendors with a published catalog may submit the entire catalog. Region 10 ESC reserves the right to select products within the catalog for award without having to award all contents. Region 10 ESC may reject any addition of equipment options without cause.

11.6 **Warranty conditions:** All supplies, equipment and services shall include manufacturer's minimum standard warranty and one (1) year labor warranty unless otherwise agreed to in writing.

11.7 **Buy American requirement:** Vendors may only use unmanufactured construction material mined or produced in the United States, as required by the Buy American Act. Where trade agreements apply, to the extent permitted by applicable law, then unmanufactured construction material mined or produced in a designated country may also be used. Vendors are required to check state specific requirements to ensure compliance with this requirement.

11.8 **Domestic preference:** Region 10 ESC prefers the purchase, acquisition, or use of goods, products, or materials produced in the United States.

12. ARTICLE 12 – SITE REQUIREMENTS

12.1 **Cleanup**: Vendor shall clean up and remove all debris and rubbish resulting from their work as required or directed by Member. Upon completion of the work, the premises shall be left in good repair and an orderly, neat, clean and unobstructed condition conducive to the Member's business purpose.

12.2 **Site Preparation**: Vendor shall not begin a project for which Participating Member has not prepared the site, unless Vendor does the preparation work at no cost, or until Participating Member includes the cost of site preparation in a purchase order to the contractor. Site preparation includes, but is not limited to moving furniture, moving equipment or obstructions to the work area, installation of wiring for networks or any other necessary pre-installation requirements.

12.3 **Registered sex offender restrictions**: For work to be performed at schools, Vendor agrees that no employee or employee of a subcontractor who has been adjudicated to be a registered sex offender will perform work at any time when students are or are reasonably expected to be present. Vendor agrees that a violation of this condition shall be considered a material breach and may result in the cancellation of the purchase order at the Participating Member's discretion. Vendor must identify any additional costs associated with compliance of this term. If no costs are specified, compliance with this term will be provided at no additional charge. Vendor is also responsible for ensuring that their employees or contractors who have direct contact with students are properly fingerprinted and background checked in accordance with local state law, if applicable.

12.4 **Safety measures**: Vendor shall take all reasonable precautions for the safety of employees on the worksite and shall erect and properly maintain all necessary safeguards for protection of workers and the public. Vendor shall post warning signs against all hazards created by its operation and work in progress. Proper precautions shall be taken pursuant to state law and standard practices to protect workers, general public and existing structures from injury or damage.

12.5 **Smoking/Tobacco**: Persons working under the contract shall adhere to local tobacco and smoking (including e-cigarettes/vaping) policies. Smoking will only be permitted in posted areas or off premises.

12.6 **Stored materials**: Upon prior written agreement between the vendor and Member, payment may be made for materials not incorporated in the work but delivered and suitably stored at the site or

some other location, for installation at a later date. An inventory of the stored materials must be provided to Participating Member with the application for payment seeking compensation for stored materials. Such materials must be stored and protected in a secure location and be insured for their full value by the vendor against loss and damage. Vendor agrees to provide proof of coverage and/or addition of Participating Member as an additional insured upon Participating Member's request. Additionally, if stored offsite, the materials must also be clearly identified as property of buying Participating Member and be separated from other materials. Participating Member must be allowed reasonable opportunity to inspect and take inventory of stored materials, on or offsite, as necessary.

Until final acceptance by the Participating Member, it shall be the Vendor's responsibility to protect all materials and equipment. Vendor warrants and guarantees that title for all work, materials and equipment shall pass to the Member upon final acceptance.

12.7 **Maintenance Facilities and Support**: It is preferred that each contractor should have maintenance facilities and a support system available for servicing and repair of product and/or equipment. If a third party is to be used to provide maintenance and support to the participating Member, Vendor must notify Region 10 ESC of that third party information. All technicians, applicators, installers shall be fully certified, trained and licensed to perform said duties.

13. ARTICLE 13 – MISCELLANEOUS

13.1 **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 in the subsequent fiscal year."

13.2 **Disclosures**: Vendor 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.

13.2.1 Vendor has a continuing duty to disclose a complete description of any and all relationships that might be considered a conflict of interest in doing business with Members in Equalis Group.

13.2.2 Vendor affirms that, to the best of his/her knowledge, the offer was arrived at independently, and was 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.

13.3 **Indemnity**: Vendor shall protect, indemnify, and hold harmless both Region 10 ESC and Equalis Group and its Members, administrators, employees and agents against all claims, damages, losses and expenses arising out of or resulting from the actions of Vendor, Vendor employees or Vendor subcontractors in the preparation of the solicitation and the later execution of the contract, including any supplemental agreements with Members. Any litigation involving either Region 10 ESC or Equalis Group, its administrators and employees and agents shall be in a court of competent jurisdiction in Dallas County, Texas. Texas law shall apply to any such suit, without giving effect to its choice of laws provisions. Any litigation involving Equalis Group participating Members shall be in the jurisdiction of the participating Member.

13.4 **Franchise Tax**: Vendor hereby certifies that he/she is not currently delinquent in the payment of any required franchise taxes, and shall remain current on any such franchise taxes throughout the term of this contract.

13.5 **Marketing**: Vendor agrees to allow Region 10 ESC and Equalis Group to use their name and logo within website, marketing materials and advertisement. Any use of the Region 10 ESC or Equalis Group name and logo or any form of publicity, inclusive of press releases, regarding this contract by Vendor must have prior approval from Region 10 ESC.

13.6 **Insurance**: Unless otherwise modified elsewhere in this document, prior to commencing services under this contract for a participating Member, contractor shall procure, provide and maintain during the life of this agreement comprehensive public liability insurance to include course of construction insurance and automobile liability, providing limits of not less than $1,000,000.00 per occurrence. The insurance form will be an "all risk" type of policy with standard exclusions. Coverage will include temporary structures, scaffolding, temporary office trailers, materials, and equipment. Contractor shall pay for the deductibles required by the insurance provided under this agreement.

13.6.1 Certificates of insurance shall be delivered to the Member prior to commencement of work. The insurance company shall be licensed to do business and write the appropriate lines of insurance in the applicable state in which work is being conducted. Vendor shall give the participating entity a minimum of ten (10) days' notice prior to any modifications or cancellation of policies. Vendor shall require all subcontractors performing any work to maintain coverage as specified.

13.6.2 Prior to commencing any work under this contract, any subcontractor shall also procure, provide, and maintain, at its own expense until final acceptance of the work performed, insurance coverage in a form acceptable to the prime contractor. All subcontractors shall provide worker's compensation insurance which waives all subrogation rights against the prime contractor and Member.

13.7 **Subcontracts/Sub Contractors**: If Vendor serves as prime contractor, it shall not enter into any subcontract subject to this solicitation without prior approval from participating Member. Any/all subcontractors shall abide by the terms and conditions of this contract and the solicitation.

13.7.1 No subcontract relationships shall be entered into with a party not licensed to do business in the jurisdiction in which the work will be performed. Contractor must use subcontractors openly, include such arrangements in the proposal, and certify upon request that such use complies with the rules associated with the procurement codes and statutes in the state in which the contractor is conducting business.

13.7.2 Contractor agrees to pay subcontractors in a timely manner. Failure to pay subcontractors for work faithfully performed and properly invoiced may result in suspension or termination of this contract. Prior to participating Member's release of final retained amounts, Contractor shall produce verified statements from all subcontractors and material suppliers that those entities have been paid in full amounts due and owing to them.

13.8 **Legal Obligations**: It is the Vendor'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 regulations must be followed even if not specifically identified herein.

[Signatures follow on Signature Form]

PROPOSAL FORM 20: GENERAL TERMS AND CONDITIONS ACCEPTANCE FORM

Signature on the Vendor Contract Signature form certifies complete acceptance of the General Terms and Conditions in this solicitation, except as noted below (additional pages may be attached, if necessary).

Check one of the following responses to the General Terms and Conditions:

☒ We take no exceptions/deviations to the general terms and conditions

(*Note: If none are listed below, it is understood that no exceptions/deviations are taken.)*

☐ We take the following exceptions/deviations to the general terms and conditions. All exceptions/deviations must be clearly explained. Reference the corresponding general terms and conditions that you are taking exceptions/deviations to. Clearly state if you are adding additions terms and conditions to the general terms and conditions. Provide details on your exceptions/deviations below:

(*Note: Unacceptable exceptions shall remove your proposal from consideration for award. Region 10 ESC shall be the sole judge on the acceptance of exceptions/deviations and the decision shall be final.*)

PROPOSAL FORM 23: VENDOR CONTRACT AND 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 proposal in collusion with any other Respondent and that the contents of this proposal as to prices, terms or conditions of said proposal 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.

VENDORS MUST SUBMIT THIS FORM COMPLETED AND SIGNED TO BE CONSIDERED

Prices are guaranteed: **120 days**

Company name	Meteor Education, LLC
Address	690 NE 23rd Ave
City/State/Zip	Gainesville, FL 32609
Telephone No.	800-699-7516
Email address	bids@meteoreducation.com
Printed name	Caroline Smith
Position with company	VP of Strategic Sourcing
Acknowledgement of Amendments 1 & 2 (Initial)	
Authorized signature	

Term of contract July 1, 2025 **to** June 30, 2028

Unless otherwise stated, all contracts are for a period of three (3) years with an option to renew annually for an additional two (2) years if agreed to by Region 10 ESC. Vendor shall honor all administrative fees for any sales made based on the contract whether renewed or not.

Region 10 ESC Authorized Agent

06/19/2025
Date

Dr. Rickey Williams
Print Name

Equalis Group Contract Number R10-1176K

REQUEST FOR PROPOSAL #R10-1176 FOR: FURNITURE AND STORAGE RELATED PRODUCTS AND SERVICES

March 7, 2025

Section Two:

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Proposal Form Checklist

The following documents must be submitted with the Proposal

The below documents can be found in Section 2; Proposal Submission and Required Bid Forms and must be submitted with the proposal. Please note Proposal Form 1 is a separate attachment (attachment B).

PROPOSAL PRICING: Attachment B is provided separately in a Microsoft Excel file and is required to complete your price proposal.

[x] **PROPOSAL FORM 1: ATTACHMENT B - PRICING**

QUESTIONNAIRE & EVALUATION CRITERIA:

[x] **PROPOSAL FORM 2: QUESTIONNAIRE & EVALUATION CRITERIA**

OTHER REQUIRED PROPOSAL FORMS:

[x] **PROPOSAL FORM 3: CERTIFICATIONS AND LICENSES**

[x] **PROPOSAL FORM 4: CLEAN AIR AND WATER ACT**

[x] **PROPOSAL FORM 5: DEBARMENT NOTICE**

[x] **PROPOSAL FORM 6: LOBBYING CERTIFICATION**

[x] **PROPOSAL FORM 7: CONTRACTOR CERTIFICATION REQUIREMENTS**

[x] **PROPOSAL FORM 8: ANTITRUST CERTIFICATION STATEMENTS**

[x] **PROPOSAL FROM 9: IMPLEMENTATION OF HOUSE BILL 1295**

[x] **PROPOSAL FROM 10: BOYCOTT CERTIFICATION AND FOREIGN ENTITIES CERTIFICATION**

[x] **PROPOSAL FORM 11: RESIDENT CERTIFICATION**

[x] **PROPOSAL FORM 12: FEDERAL FUNDS CERIFICATION FORM**

Proposal Form 13: FEMA Requirements

[x] **PROPOSAL FORM 13: ADDITIONAL ARIZONA CONTRACTOR REQUIREMENTS** - Form 14

[x] **PROPOSAL FORM 14: OWNERSHIP DISCLOSURE FORM (N.J.S. 52:25-24.2)** - Form 15

[x] **PROPOSAL FORM 15: NON-COLLUSION AFFIDAVIT** - Form 16

[x] **PROPOSAL FORM 16: AFFIRMATIVE ACTION AFFIDAVIT (P.L. 1975, C.127)** - Form 17

[x] **PROPOSAL FORM 17: C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM** - Form 18

[x] **PROPOSAL FORM 18: STOCKHOLDER DISCLOSURE CERTIFICATION** - Form 19

[x] **PROPOSAL FORM 19: GENERAL TERMS AND CONDITIONS ACCEPTANCE FORM** - Form 20

[x] **PROPOSAL FORM 20: EQUALIS GROUP ADMINISTRATION AGREEMENT** - Form 21

[x] **PROPOSAL FORM 21: OPEN RECORDS POLICY ACKNOWLEDGEMENT AND ACCEPTANCE** - Form 22

[x] **PROPOSAL FORM 22: VENDOR CONTRACT AND SIGNATURE FORM** - Form 23

Proposal Form 24: Manufacturer Letter Affidavit - completed

(The rest of this page is intentially left blank)

PROPOSAL FORM 1: ATTACHMENT B – PRICING

Pricing should be entered in the attachment B Excel form provided in this RFP packet. Please reference Section 1, Part B, Instructions to Proposers, for more information on how to complete pricing.

(The rest of this page is intentionally left blank)

PROPOSAL FORM 2: QUESTIONNAIRE & EVALUATION CRITERIA

Instructions:
Respondents should incorporate their questionnaire responses directly into the green cells below. Failure to provide responses in this format may result in the proposal being deemed as non-responsive at the sole discretion of Region 10.

Respondents may incorporate additional documents as part of their response which may be utilized by Region 10 as part of the evaluation. Additional documents must be consolidated as part of this Section 2 at the end of your response. **Vendor responses are strictly limited to 150 total pages (not including Attachment B – Pricing Excel pricesheet).**

Region 10 has associated the evaluation criteria with the question that most closely aligns with that respective evaluation criteria. Region 10 reserves the right at its sole discretion to base its evaluation and specific evaluation criteria on any part of the respondent's proposal.

The following should replace the questionnaire in Section 2 in its entirety.

1. PROPOSAL FORM 2: QUESTIONNAIRE & EVALUATION CRITERIA

Instructions:
Respondents should incorporate their questionnaire responses directly into the green cells below. Failure to provide responses in this format may result in the proposal being deemed as non-responsive at the sole discretion of Region 10.

Respondents may incorporate additional documents as part of their response which may be utilized by Region 10 as part of the evaluation. Additional documents must be consolidated as part of this Section 2 at the end of your response. **Vendor responses are strictly limited to 100 total pages (not including Attachment B – Pricing Excel pricesheet).** Vendors who submit more than 30 additional pages may result in the proposal being deemed non-responsive at the sole discretion of Region 10.

Region 10 has associated the evaluation criteria with the question that most closely aligns with that respective evaluation criteria. Region 10 reserves the right at its sole discretion to base its evaluation and specific evaluation criteria on any part of the respondent's proposal.

Evaluation Criteria	Question	Answer
Basic Information		
Required information for notification of RFP results	*What is your company's official registered name?*	Meteor Education, LLC
	What is the mailing address of your company's headquarters?	690 NE 23rd Ave., Gainesville, FL 32609
	Who is the main contact for any questions and notifications concerning this RFP response, including notification of award? Provide name, title, email address, and phone number.	Caroline Smith, VP of Strategic Sourcing P: 800-699-7516 E: bids@meteoreducation.com Sadie Baha, Bids & Contracts Manager P: 800-699-7516 E: bids@meteoreducation.com
Products/Pricing (35 Points)		
Coverage of products and services	No answer is required. Region 10 will utilize your overall response and the products/services provided in Attachment B to make this determination	
Ability of offered products and services to meet the needs requested in the scope	No answer is required. Region 10 will utilize your overall response and the products/services provided in Attachment B to make this determination	
Competitive pricing for all available products and services, including warranties if applicable	*Does pricing submitted include the required administrative fee?*	Yes, pricing submitted includes the required administrative fee.
	Please provide your proposed administrative fee percentage or structure.	Meteor's purposed administrative fee is 2%

	The administrative fee is normally calculated as a percentage of the total Spend for agencies accessing product and services through the Master Agreement and is typically between two percent (2%) to three percent (3%). In some categories, a flat fee or another fee structure may be acceptable.	
	Do you offer any other promotions or incentives for customers? If yes, please describe.	Meteor Education offers volume discounting across our full range of products, as detailed in this proposal. These discounts provide cost savings based on order size and project scope.
Ability of Customers to verify that they received contract pricing	*Were all products/lines/services and pricing being made available under this contract provided in the attachment B and/or Appendix B, pricing sections, including shipping, installation, and other peripheral costs/fees?*	Yes, please see Product Pricing Matrix, Supplier Freight Terms Matrix, Supplier Install Matrix, and Additional Services Matrix provided.
Payment methods	*Define your invoicing process and methods of payments you will accept. Please include the overall process for agencies to make payments*	Please see attached 'Payment Methods'
Other factors relevant to this section as submitted by the Respondent	No answer is required. Region 10 will utilize your overall response and the products/services provided in Attachment B to make this determination	
Performance Capability (25 Points)		
Product and service features and capabilities	*Please provide a high-level overview of the products and services being offered and how they address the scope being requested herein.*	Please see attached 'Products & Services Offered'
	Outline how your products and services compare to those of your competitors.	Please see attached 'Statement of Differentiation'
	Describe any customization capabilities offered for standard product lines.	We partner with numerous manufacturers of whom offer customization options to meet specific customer needs. We collaborate closely with clients to understand their requirements and work with our manufacturing partners to purpose tailored solutions. Our team ensures that all custom solutions maintain quality, durability, and compliance with industry standards.
	Outline your digital design and visualization capabilities including digital rendering options.	Please see attached 'Design Capabilities'
	List the number and location of offices or service centers for all states being proposed in solicitation. Additionally, if your company does not offer all products and services in all 50 states, please describe any geographical limitations on any product or service offered.	Corporate office: 690 NE 23rd Avenue, Gainesville, FL 32609 Texas Showroom: 145 Magellan Circle, Suite B, Webster, TX 77598 Iowa Office & Showroom: 1086 Mason Way, Shell Rock, IA 50670 North Carolina Office: 980 Trinity Road, Raleigh NC 27607 California Office: 1318 E. Shaw, Ste. 15, Fresno, CA 93710 Michigan Showroom: 408 Broadway Ave NW, Grand Rapids, MI 49504

	Outline any value-added capabilities not already addressed.	Please see attached 'Value Added Services'
Customer implementation and project management	*Outline project management methodologies from initial assessment to final installation.*	Please see attached 'Project Management Process'
	Outline what ongoing training and consulting support is available to customers.	Please see attached 'Ongoing Training & Consulting'
Maintenance services and staff qualifications	*Outline your preventative maintenance program for the offered products and services.*	Please see attached 'Preventative Maintenance Program'
	Identify certifications and qualifications required by installation and maintenance staff.	Please see attached 'Certifications & Qualifications Required by Installation Staff'
	Outline any warranty programs offered including term length and coverage details.	We represent numerous manufacturers, warranties can be found via the following link - https://www.dropbox.com/scl/fi/kxm847lu0pygeoxfcpc43/Warranties.pdf?rlkey=4wqle1vs8wh5dnji7qozs07q8&st=3onxqwji&dl=0
Integration with other platforms	*Outline any online ordering system applications and integration capabilities with existing systems.*	Meteor Education does not currently offer an online ordering system. However, we are in the process of integrating Salesforce into our operations. If customers require data for integration with their existing systems, we can provide information in a specific format to ensure compatibility and seamless processing.
Quality control and compliance	*Identify relative quality control processes in place including material selection, testing protocols, and compliance with industry standards.*	As a dealer, we rely on trusted manufacturing partners to uphold strict quality control measures, including material selection, testing protocols, and compliance with industry standards. We carefully select manufacturers known for their high-quality products, strong warranties, and commitment to sustainability and durability. Each partner adheres to industry regulations and testing requirements to ensure product safety, reliability, and long-term performance.
	Identify measures taken to stay current with technological advancements and integration into product lines.	As a dealer, we partner with leading manufacturers that continuously innovate and update their product lines to align with technological advancements. Our manufacturers regularly introduce new solutions that integrate the latest technology to meet the evolving needs of modern environments. This ensures we can offer customers cutting-edge, future-ready products that enhance functionality and performance.
	Outline all applicable product certifications currently held such as BIFMA or ADA.	Please see attached 'Product Certifications'
	Describe initiatives in place to address environmental impact measures such as product recycling, refurbishment, and disposal at end of life.	Please see attached 'Furniture Recycling with Meteor + IRN'
Customer service/problem resolution	*Describe your company's Customer Service Department (hours of operation, how you resolve issues, number of service centers, etc.).*	Please see attached 'Customer Service'
Financial condition of vendor	*Demonstrate your financial strength and stability with meaningful data. This could include, but is not limited to, such items as financial statements, SEC filings, credit & bond ratings, letters of credit, and detailed refence letters*	Please see attached 'Financial Stability'
	What was your annual sales volume over last three (3) years?	[redacted]

History of meeting products and services deadlines	*Outline the process timeline for product pickup, delivery and any other applicable capabilities not already addressed.*	Please see attached 'Process Timeline'
Other factors relevant to this section as submitted by the Respondent	*Describe the capacity of your company to provide management reports, i.e. consolidated billing by location, time and attendance reports, etc. for each eligible agency*	Please see attached 'Reporting'
	Provide your safety record, safety rating, EMR and worker's compensation rate where available.	Please see attached 'Workers Compensation Experience Rating' and 'OSHA 300A'
Qualification and Experience (25 Points)		
Respondent reputation in the marketplace	*Provide a link to your company's website*	https://meteoreducation.com/
	Please provide a brief history of your company, including the year it was established.	Please see attached 'Company History and Growth Timeline'
Past relationship with Region 10 ESC and/or Region 10 ESC members	*Have you worked with Region 10 in the past? If so, provide the timeframe and main contact for that work?*	Yes, over the past five years, we have completed nearly [redacted] with Region 10 school districts. While each project has its own contact, our primary contact at Region 10 is Clint Pechacek.
Experience and qualification of key employees	*Please provide contact information and resumes for the person(s) who will be responsible for the following areas. Region 10 requests contacts to cover the following:* ** Executive Support* ** Account Manager* ** Contract Manager* ** Marketing* ** Billing, reporting & Accounts Payable*	Please see attached 'Experience and Qualifications of Key Employees'
Past experience working with the public sector	*What are your overall public sector sales, excluding Federal Government, for last three (3) years?*	[redacted]
	What is your strategy to increase market share in the public sector?	Please see attached 'Strategy to Increase Market Share'
Past litigation, bankruptcy, reorganization, state investigations of entity or current officers and directors	*Provide information regarding whether your firm, either presently or in the past, has been involved in any litigation, bankruptcy, or reorganization.*	Meteor Education has never been the subject of any litigation, bankruptcy, or corporate reorganization. While we have pursued legal action again others in limited instances, these were initiated soley to protect the interests of our company, clients, and the students we serve. Additional information available upon request. We are privately held under Bain Capitol Double Impact and maintain strong financial and operational stability.
Minimum of 5 public sector customer references relating to the products and services within this RFP	*Provide a minimum of five (5) customer references for product and/or services of similar scope dating within the past 3 years. Please try to provide references for K12, Higher Education, City/County and State entities. Provide the entity; contact*	Please see attached 'Customer References'

	name & title; city & state; phone number; years serviced; description of services; and annual volume	
Company profile and capabilities	*Do you plan to sell to customers directly, use resellers or subcontractors, or a combination of both? If you intend to use resellers and/or subcontractors, describe your process for ensuring that resellers and subcontractors comply with the pricing and terms of the contract.*	As a dealer we will be selling directly to cusomters.
Exhibited understanding of cooperative purchasing	No answer is required. Region 10 will utilize your overall response to this questionnaire to make this determination. Previous experience with cooperatives is not necessary to score well for this criterion.	
Other factors relevant to this section as submitted by the Respondent	*If your company is a privately held organization, please indicate if the company is owned or operated by anyone who has been convicted of a felony. If yes, a detailed explanation of the names and conviction is required.*	Meteor Education is a privately held organization owned by Bain Capital Double Impact (BCDI). Meteor Education is not owned or operated by anyone who has been convicted of a felony
	Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing Respondent to perform the covered services. These will be provided in the space provided in Form 3. No answer is required here.	
Commitment to Service Equalis Group Members (15 Points)		
Marketing plan, capability, and commitment	*Detail how your organization plans to market and promote this contract upon award, including how this contract will fit into your organization's current go-to-market strategy in the public sector.*	Please see attached 'Marketing Plan & Promoting Contract'
	Detail how your organization will train your sales force and customer service representatives on this contract to ensure that they can competently and consistently present the contract to public agency customers and answer any questions they might have concerning it.	Please see attached 'Marketing Plan - Training Sales Force & Customer Service'
	Acknowledge that your organization agrees to provide its company logo(s) to Region 10 ESC and Equalis Group and agrees to provide permission for reproduction of such logo in marketing communications and promotions	Meteor agrees to provide company logos and agrees to provide permission for reproduction of such logo in marketing communications and promotions.
Ability to manage a cooperative contract	*Describe the capacity of your company to report monthly sales through this agreement to Equalis Group.*	Meteor Education utilizes Salesforce to manage all contract details, ensuring each quote accurately reflects contract pricing. This system also enables us to automate monthly sales reporting to Equalis Group, ensuring timely and accurate data submission.

	*Define the specific, step-by-step process for your sales and/or quote generation team to tie a quote, proposal, invoice, and/or purchase order to the Equalis cooperative contract in you Customer Relationship Management ("**CRM**"), sales system, or Enterprise Resource Planning ("**ERP**") system. Include any individuals and/or teams involved in this process.*	Please see 'Sales & Quote Generation to the Equalis Contract'
	Identify any contracts with other cooperative or government group purchasing organizations of which your company is currently a part of:	TIPS #230301, Region 4/OMNIA #R240111, MISBO #5115, Region 5 ESC #20241004 and #20241009, Region 7 ESC #CLSF2426 and #CAFE2426 and #GOSF2425, BuyBoard #767-25, AEPA #022-A Furniture, and 1GPA #23-16PV-12
Commitment to supporting agencies to utilize the contract	*If awarded a contract, how would you approach agencies in regards to this contract? Please indicate how this would work for both new customers to your organization, as well as existing.*	Please see 'Commitment to Supporting Agencies'
Other factors relevant to this section as submitted by the Respondent	*Provide the number of sales representatives which will work on this contract and where the sales representatives are located.*	Please see attached 'Sales Representatives'

The following should replace Proposal Form 3 in its entirety.

PROPOSAL FORM 3: CERTIFICATIONS AND LICENSES

Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing Respondent to perform the covered services including, but not limited to licenses, registrations or certifications.

State of Florida
Department of State

I certify from the records of this office that METEOR EDUCATION, LLC is a limited liability company organized under the laws of the State of Florida, filed on October 2, 2008, effective October 2, 2008.

The document number of this limited liability company is L08000093733.

I further certify that said limited liability company has paid all fees due this office through December 31, 2020, that its most recent annual report was filed on May 11, 2020, and that its status is active.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Eleventh day of May, 2020



Secretary of State

Tracking Number: 4038125303CC

To authenticate this certificate,visit the following site,enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication

Form 00-366 (Rev.1-15/9)

TEXAS USE TAX PERMIT

OFFICE OF THE COMPTROLLER ★ TEXAS ★

GLENN HEGAR
Texas Comptroller

This permit is issued in accordance with the law governing the type of business specified and is the authorization to conduct business in Texas. The permit may be revoked for a violation of the provisions of the applicable law and/or any rules adopted by the Comptroller to administer the law.

TEX. TAX CODE ANN. CH. 151

Taxpayer number
1-26-3476027-1
Effective date
11/03/2008

Taxpayer name and mailing address

METEOR EDUCATION, LLC
690 NE 23RD AVE
GAINESVILLE FL 32609-6716

GLENN HEGAR
Comptroller of Public Accounts

THIS PERMIT IS NON-TRANSFERABLE

Detach here and display your permit only.

Is the information printed on this permit correct? ■

If not, please tell us in the space below.

- If your taxpayer name and/or mailing address are incorrect, enter the correct information.
- If you have received a Federal Employer Identification Number (FEIN), enter the number.
- If you are no longer in business, enter the date of your last business transaction.

If your permit is correct, DO NOT return this form.

If any corrections are required, please enter the correct information on this form and return it to:

COMPTROLLER OF PUBLIC ACCOUNTS
111 E. 17th Street
Austin, TX 78774-0100

Keep this permit until you receive a corrected permit.

NOTE: This form cannot be used if there has been a change of ownership. For this change and to obtain a new permit, please contact your local Comptroller's field office. For the telephone numbers to call for assistance, see the back of this form.

TEXAS USE TAX PERMIT

Taxpayer name shown on the permit	Taxpayer number shown on the permit
METEOR EDUCATION, LLC	■ 1-26-3476027-1

Please enter only the information that has to be corrected.

Correct taxpayer name	Daytime phone *(Area code and number)*
•	• ___-___-____

Correct mailing address
•

City	State	ZIP code	FEI number
•	•	•	•

If you are no longer in business,
enter the date of your last business transaction. .....

For additional information, see the back of this form.

sign here ▶ Taxpayer or authorized agent	Date

***You have certain rights** under Chapters 552 and 559, Government Code, to review, request, and correct information we have on file about you. Contact us at the address or phone number listed on this form.*

Comptroller use only
Job name-MISCAPP
Microfilm
■ 00991
■ 01
Reference number
■
Taxpayer number change
• 01000
Master name correction AND Master mailing address change AND Master phone number add /change
XUMAST
OOB tax permit
XUSTAT
• 104

STATE OF CALIFORNIA
DEPARTMENT OF CONSUMER AFFAIRS

CONTRACTORS
STATE LICENSE BOARD
ACTIVE LICENSE

License Number **1013969** Entity LLC

Business Name METEOR EDUCATION LLC

Classification(s) C61/D34

Expiration Date 05/31/2026 www.cslb.ca.gov

[redacted]

Any change of business address/name must be reported to the Registrar within 90 days.

This license is not transferrable, and shall be returned to the Registrar upon demand when suspended, revoked, or invalidated for any reason. This pocket card is valid through the expiration date only.

If found, drop in any mailbox.
Postage guaranteed by:
Contractors State License Board
P.O. Box 26000, Sacramento CA 95826

Licensee Signature

Your payment was processed. Print this tax receipt for your records. It was also sent to csebzda@meteoreducation.com

Online Business Tax Receipt(1)

Business Name METEOR EDUCATION LLC

Business Tax ID 45719

This constitutes your business tax receipt for 10/1/2024 - 9/30/2025.

Your business tax(es) for the fiscal year 10/1/2024 - 9/30/2025 are as follows:

Business Categories

ID	Service Name	Tax Amount	Explanation of Calculations
1000	STATE LICENSE/CERTIFICATION REQUIRED	$0.00	
1265	CATALOGUE OR MAIL ORDER SERVICE	$105.00	Business category flat fee of $105.00
1680	INTERIOR DECORATOR/DESIGNER (Commercial and Residential) STATE LICENSE REQ.	$105.00	Per item fee $105.00. Value submitted for taxation is 1.
****	Payment	($210.00)	Posted on 9/9/2024
	TOTAL DUE:	$0.00	

Please note that the maximum charge for any single service is $525

Amount Due on Monday, September 9, 2024 is $0.00

(1) This page will serve as your business tax receipt for the fiscal year 10/1/2024 - 9/30/2025.

Payments must be time-stamped by 11:59 pm on Tuesday, October 1, 2024 in order to avoid late fees.

Please, note that a home occupation permit may be required for this location, someone will contact you upon review of the information

BUSINESS TAX CERTIFICATE

NOT TRANSFERABLE

CITY OF CLOVIS

The business named herein having paid to the City of Clovis all fees required, this tax certificate is hereby granted said business to transact the business herein set forth, for the period stated, in conformity with the Provisions of Ordinances of this city.

FOR PERIOD ~~01/01/2025~~ TO ~~12/31/2025~~ REGISTRATION/TAX NUMBER ~~BL10116319~~

BUSINESS LOCATION 2933 FOWLER AVE
CLOVIS, CA 93611-4561

Starting January 1, 2021, Assembly Bill 1607 requires the prevention of gender-based discrimination of business establishments. A full notice is available in English or other languages by going to: https://www.dca.ca.gov/publications/

TYPE OF BUSINESS

METEOR EDUCATION, LLC
690 NE 23RD AVE
GAINESVILLE, FL 32609-6716

Furniture Store

*Certificate is valid through the renewal period of March 15 of the following year if all provisions of the renewal are met. (This does not apply to businesses with quarterly certificates.)

CITY OF LODI

BUSINESS LICENSE REGISTRATION CERTIFICATE

"For Services Provided in the City of Lodi, California Only"

2025

TO BE POSTED IN A CONSPICUOUS PLACE AND NOT TRANSFERABLE OR ASSIGNABLE.

Business Name METEOR EDUCATION LLC

Business Location 690 NE 23RD AVE
GAINESVILLE, FL 32609-3799

Business Owner(s) WILLIAM I. LATHAM
TERI ROBERTSON

METEOR EDUCATION LLC
690 NE 23RD AVE
GAINESVILLE, FL 32609-3799

Business Type Contractor - Sub

Description SUB CONTRACTOR

License Number 09711508

Effective Date January 01, 2025

Expiration Date December 31, 2025

THIS BUSINESS LICENSE REGISTRATION DOES NOT PERMIT OR ALLOW A BUSINESS THAT IS OTHERWISE PROHIBITED BY LAW.

For all inquiries regarding this registration, contact HdL Business Support Center at (209) 718-5936.

METEOR EDUCATION LLC :

Thank you for your payment on your City of Lodi Business License Registration Certificate. **ALL LICENSES MUST BE AVAILABLE FOR INSPECTION UPON REQUEST**. If you have questions concerning your business registration certificate, contact the Business Support Center via email at: lodi@hdlgov.com or by telephone at: (209) 718-5936.

Keep this portion for your certificate separate in case you need a replacement for any lost, stolen, or destroyed certificate. A fee may be charged for a replacement or duplicate certificate.

This certificate does not entitle the holder to conduct business before complying with all requirements of the Lodi Municipal code and other applicable laws, nor to conduct business in a zone where conducting such business violates law.

If you have a fixed place of business within the City of Lodi please display the Business License Registration Certificate above in a conspicuous place at the premises. Otherwise, every Business License Registration Certificate holder not having a fixed place of business in the City shall keep the Business License Registration Certificate upon his or her person, or affixed in plain view to any cart, vehicle, van or other movable structure or device at all times if required by the Collector.

Starting January 1, 2021, Assembly Bill 1607 requires the prevention of gender-based discrimination of business establishments. A full notice is available in English or other languages by going to: https://www.dca.ca.gov/publications/

BUSINESS SUPPORT CENTER
8839 N CEDAR AVE #212
FRESNO, CA 93720-1832

City of Lodi
BUSINESS LICENSE REGISTRATION CERTIFICATE

METEOR EDUCATION LLC
690 NE 23RD AVE
GAINESVILLE, FL 32609-3799

License Number: **09711508**

Date of Issue: **01/01/2025**

City of San Bernardino
Business Registration Certificate

This Business Registration Certificate does not indicate the legal operation of this business at this location.
Other approvals by other City departments may be required. This certificate is issued without verification that the certificate is subject to or exempt from licensing by the State of California. It is the responsibility of each business owner to obtain and pay for a renewal registration certificate regardless of whether or not such business owner has received a renewal notice from the city. Any failure to receive such notice, for any reason, shall not affect the applicability of penalties of non-payment or late payment.

Annual renewal notices: Renewal notices will be mailed on the first business day of the month that the account expires. However, if your business is required to report gross receipts; the business must still include all the gross receipts for the previous 12 months from the expiration date. If you do not receive your annual renewal notice, please contact our office at (909)384-5302 or (909)384-5035.

POST IN A CONSPICUOUS PLACE

Account Number: 973897

Business Class: MISCELLANEOUS CONTRACTOR **Expiration Date:** 10/31/2025

Notes:

Business Name: METEOR EDUCATION LLC

Business Location: 690 NE 23RD AVE

Owner, Firm or Corporation: CONTRAX FURNISHINGS LLC

BUSINESS REGISTRATION CERTIFICATE NON TRANSFERABLE

CITY OF SAN BERNARDINO BUSINESS REGISTRATION
P.O. BOX 1318
SAN BERNARDINO , CA 92402-1318

ACCT NO. 973897
DATE PAID 10/22/2024

545C	$100.00
SB1186	$4.00

BALANCE $ 0.00

BEU1126A AUTO MIXED AADC 926
7000000123 00.0002.0023 123/1

EDUCATION LLC
690 NE 23RD AVE
GAINESVILLE FL 32609-6716

2024 / 2025 CHARLOTTE COUNTY
LOCAL BUSINESS TAX RECEIPT

MUST BE DISPLAYED IN A CONSPICUOUS PLACE

ACCOUNT 37826

EXPIRES SEPTEMBER 30, 2025

TYPE OF BUSINESS 541690 Other Scientific and Technical Consulting Services (PROVIDING EDUCATIONAL CONSI

RENEWAL

BUSINESS ADDRESS VARIOUS LOCATIONS
CHARLOTTE COUNTY, FL 00000

BUSINESS NAME METEOR EDUCATION LLC

OWNER WILLIAM I LATHAM III

MAILING ADDRESS 690 NE 23RD AVE
GAINESVILLE, FL 32609-6716

AMOUNT	35.00
PENALTY	0.00
TOTAL	35.00

THIS FORM BECOMES A RECEIPT ONLY WHEN VALIDATED

Paid 07/08/2024 Receipt # INT-00066398 35.00

2024 / 2025 CHARLOTTE COUNTY
LOCAL BUSINESS TAX RECEIPT

MUST BE DISPLAYED IN A CONSPICUOUS PLACE

ACCOUNT 37826

EXPIRES SEPTEMBER 30, 2025

TYPE OF BUSINESS 541690 Other Scientific and Technical Consulting Services (PROVIDING EDUCATIONAL CONSI

RENEWAL

BUSINESS ADDRESS VARIOUS LOCATIONS
CHARLOTTE COUNTY, FL 00000

BUSINESS NAME METEOR EDUCATION LLC

OWNER WILLIAM I LATHAM III

MAILING ADDRESS 690 NE 23RD AVE
GAINESVILLE, FL 32609-6716

AMOUNT	35.00
PENALTY	0.00
TOTAL	35.00

THIS FORM BECOMES A RECEIPT ONLY WHEN VALIDATED

Paid 07/08/2024 Receipt # INT-00066398 35.00

Dear Business Owner:

Your 2024 - 2025 Charlotte County Local Business Tax Receipt is attached above. Please detach the receipt and display it in a place that is visible to the public and available for inspection.

The Charlotte County Local Business Tax Receipt is in addition to any other license or certificate that may be required by law and does not signify compliance with zoning, health, or regulatory requirements. The Charlotte County Local Business Tax Receipt is non-regulatory and is not an endorsement of work quality.

Your 2024 - 2025 Local Business Tax Receipt is valid from October 01, 2024 through September 30, 2025 . Annual account notices are mailed in June to the address of record at that time. Any Changes to your Local Business Tax Account due to change of Business Name, Ownership, Physical Address or you are Closing your Business please contact our office at 941-743-1350 .

VICKIE L. POTTS

Charlotte County Tax Collector

ENROLLED MEMBERS OF SRPMIC ARE EXEMPT FROM STATE SALES TAX ON CONSUMER GOODS PURCHASED WITHIN THE SRPMIC

BUSINESS LICENSE

SALT RIVER PIMA-MARICOPA INDIAN COMMUNITY

MUST BE DISPLAYED IN A CONSPICUOUS PLACE

The Person or Firm Listed Below is Hereby Licensed to Conduct the Business

of Meteor Education, LLC

Located at 690 NE 23rd Ave., Gainesville, FL, 32609

No. BL - 13942

NON-TRANSFERABLE

EXPIRES ON

DECEMBER 31, 2025

Issued to Cindy Sebzda Date of Issue Nov 05, 2024

According to SRO 49-78. By Juana Fulwilder

This License is Subject to Revocation for Violations

SR- 13942

TRANSACTION PRIVILEGE TAX LICENSE

(Must Be Displayed In A Conspicuous Place)

In accordance with the provisions of SRO 321-2010, as added or amended, the person or firm listed below is hereby authorized to collect reimbursement for Salt River Pima-Maricopa Indian Community Transaction Privilege Tax for the business

Of Meteor Education, LLC
Located At 690 NE 23rd Ave., Gainesville, FL, 32609
Beginning Business On Sep 08, 2023
Issued To Cindy Sebzda
Issued On Nov 05, 2024
Issued By Juana Fulwilder
Expires On Dec 31, 2025

The number which this license bears will be entered on your monthly report and should be referred to in all correspondence.

November 5, 2024

Re: Transaction Privilege Tax License: SR - *13942*
for the Salt River Pima-Maricopa Indian Community

Dear Cindy Sebzda,

Enclosed is your Transaction Privilege Tax License **SR-13942** for the *Salt River Pima-Maricopa Indian Community*. The license must be displayed in a conspicuous place at your business.

On a monthly basis, the business is responsible to submit a tax return and payment for tax due. A copy of the Community's monthly tax return can be obtained at www.srpmic-nsn.gov/government/treasurer. Tax payments need to be remitted to the following address which is listed on the monthly tax return:

SRPMIC
P.O. BOX 842342
LOS ANGELES, CA 90084-2342

Tax returns/taxes are due and payable monthly on or before the twentieth day of the month next succeeding the month in which the tax accrues and shall be delinquent the first day of the next month. For example, if you are filing a tax return for activity within the month of January, the tax return is due February 20th and is delinquent on March 1st. Interest and penalties will be assessed once the tax return is deemed delinquent.

If you have any questions or need additional information about the Community tax program, please **contact Connie Reifschneider, Treasury Department, at (480) 362-7678** and thank you for doing business with the Salt River Pima-Maricopa Indian Community.

Juana Fulwilder, Business License and Tax Permit Specialist
SRPMIC Community Development Department
480-362-7600 (Main)
480-362-7649 (Direct)
480-362-5849 (Fax)
juana.fulwilder@srpmic-nsn.gov

2025 UCR Registration is VALID!

Confirmation # 000-0525-0114

Registered on: 12/30/2024 10:27 EST

Generated: 12/30/2024 10:27 EST

Year: 2025

Paid:

Date	Bracket	UCR Fee	Conv. Fee	Total
12/30/2024	Bracket 2 [3 veh.]	$138.00	$4.10	$142.10

Bracket: 3 to 5 vehicles [3 vehicle(s)]

USDOT #: 1006376

Classifications: Motor Private Carrier

Legal Name: CONTRAX FURNISHINGS

DBA: METEOR EDUCATION

Base State: Georgia

Principal: 690 NE 23RD AVE
GAINESVILLE, FL 32609
US

Payor: CINDY SEBZDA

*** Expires: 12/31/2025 ***

PROPOSAL FORM 4: CLEAN AIR WATER ACT

I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S. C. 1857 (h), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

Potential Vendor: Meteor Education, LLC

Title of Authorized Representative: VP of Strategic Sourcing

Mailing Address: 690 NE 23rd Ave., Gainesville, FL 32609

Signature: Caroline M. Smith

PROPOSAL FORM 5: DEBARMENT NOTICE

I, the Vendor, certify that my company has not been debarred, suspended or otherwise ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension", as described in the Federal Register and Rules and Regulations.

Potential Vendor: Meteor Education, LLC

Title of Authorized Representative: VP of Strategic Sourcing

Mailing Address: 690 NE 23rd Ave., Gainesville, FL 32609

Signature: Caroline M. Smith

PROPOSAL FORM 6: LOBBYING CERTIFICATION

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by Section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any 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 a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an officer or employee of any 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 or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding $100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.

Caroline L. Smith

Signature of Respondent

4/2/25

Date

PROPOSAL FORM 7: CONTRACTOR CERTIFICATION REQUIREMENTS

Contractor's Employment Eligibility

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statutes of the states it will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The Respondent complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the Region 10 ESC Participating entities in which work is being performed.

Fingerprint & Criminal Background Checks

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The Respondent shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed.

Signature of Respondent

4/2/25

Date

PROPOSAL FORM 8: ANTITRUST CERTIFICATION STATEMENTS
(Tex. Government Code § 2155.005)

I affirm under penalty of perjury of the laws of the State of Texas that:

(1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;

(2) In connection with this proposal, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

(3) In connection with this proposal, neither I nor any representative of the Company has violated any federal antitrust law; and

(4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this proposal to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

VENDOR Meteor Education, LLC

ADDRESS 690 NE 23rd Ave.

Gainesville, FL 32609

PHONE 800-699-7516

FAX 877-373-0622

RESPONDANT

Signature

Caroline Smith
Printed Name

VP of Strategic Sourcing
Position with Company

AUTHORIZING OFFICIAL

Signature

Caroline Smith
Printed Name

VP of Strategic Sourcing
Position with Company

PROPOSAL FORM 9: IMPLEMENTATION OF HOUSE BILL 1295

Certificate of Interested Parties (Form 1295):
In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least $1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295.

Filing Process:
Staring on January 1, 2016, the commission will make available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorized agent of the business entity must sign the printed copy of the form and have the form notarized. The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract.

The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. The commission will post the completed Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency.

Information regarding how to use the filing application will be available on this site starting on January 1, 2016.
https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2025-1281244

Date Filed:
03/13/2025

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Meteor Education, LLC
Gainesville, FL United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Region 10 Education Service Center

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

RFP #R10-1176
Furniture and Storage Related Products and Services

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
BCDI Meteor Holdings GP, LLC	Boston, MA United States	X	
Meteor Management	Gainesville, FL United States		X

5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION

My name is Caroline Smith, and my date of birth is 10/29/1983.

My address is 690 NE 23rd Ave. (street), Gainesville (city), FL (state), 32609 (zip code), USA (country).

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

Executed in Alachua County, State of FL, on the 2nd day of April (month), 20 25 (year).

Caroline M. Smith

Signature of authorized agent of contracting business entity
(Declarant)

PROPOSAL FORM 10: BOYCOTT CERTIFICATION AND RELATIONSHIPS WITH FOREIGN ENTITIES CERTIFICATION

BOYCOTT CERTIFICATION

Respondent must certify that during the term of any Agreement, it does not boycott Israel and will not boycott Israel. "Boycott" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

Does vendor agree? CVY
(Initials of Authorized Representative)

Respondent must certify that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the contract against a firearm entity or firearm trade association. Respondent must aslo certify that it does not boycott energy companies; and will not boycott energy companies during the term of the contract.

Does vendor agree? CVY
(Initials of Authorized Representative)

RELATIONSHIPS WITH FOREIGN ENTITIES CERTIFICATION

In accordance with the Texas Government Code, §§2252.152–2252.154, a contractor must certify that it is not a company identified on the Texas Comptroller's list of companies known to have contracts with, or provide supplies or services to, the government of Iran, the government of Sudan, or a foreign organization designated as a foreign terrorist organization by the U.S. Secretary of State.

In accordance with the Texas Government Code, Chapter 2275, a governmental entity cannot enter into a contract or other agreement relating to critical infrastructure in Texas with a company that is owned or controlled by individuals, any company, or headquartered in China, Iran, North Korea, Russia, or a designated country, even if company is publicly traded. "Critical infrastructure" means a communication infrastructure system, cybersecurity system, electric grid, hazardous waste treatment system, or water treatment facility. "Cybersecurity" means the measures taken to protect a computer, computer network, computer system, or other technology infrastructure against unauthorized use or access.

Does vendor agree? CVY
(Initials of Authorized Representative)

PROPOSAL FORM 11: RESIDENT CERTIFICATION

This Certification Section must be completed and submitted before a proposal can be awarded to your company. This information may be placed in an envelope labeled "Proprietary" and is not subject to public view. In order for a proposal to be considered, the following information must be provided. Failure to complete may result in rejection of the proposal:

As defined by Texas House Bill 602, a "nonresident Bidder" means a Bidder whose principal place of business is not in Texas, but excludes a contractor whose ultimate parent company or majority owner has its principal place of business in Texas.
Texas or Non-Texas Resident

- ☐ I certify that my company is a **"resident Bidder"**
- ☒ I certify that my company qualifies as a **"nonresident Bidder"**

If you qualify as a "nonresident Bidder," you must furnish the following information:

What is your resident state? (The state your principal place of business is located.)

Meteor Education, LLC	690 NE 23rd Ave.	
Company Name	Address	
Gainesville	FL	32609
City	State	Zip

The following should replace Proposal Form 12 in its entirety. Changes have been highlighted.

PROPOSAL FORM 12: FEDERAL FUNDS CERTIFICATION FORM

When a participating agency seeks to procure goods and services using funds under a federal grant or contract, specific federal laws, regulations, and requirements may apply in addition to those under state law. This includes, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200 (sometimes referred to as the "Uniform Guidance" or "EDGAR" requirements). All Vendors submitting proposals must complete this Federal Funds Certification Form regarding Vendor's willingness and ability to comply with certain requirements which may be applicable to specific participating agency purchases using federal grant funds. This completed form will be made available to participating agencies for their use while considering their purchasing options when using federal grant funds. Participating agencies may also require Vendors to enter into ancillary agreements, in addition to the contract's general terms and conditions, to address the member's specific contractual needs, including contract requirements for a procurement using federal grants or contracts.

For each of the items below, Vendor should certify Vendor's agreement and ability to comply, where applicable, by having Vendor's authorized representative complete and initial the applicable lines after each section and sign the acknowledgment at the end of this form. If a vendor fails to complete any item in this form, Region 10 ESC will consider the Vendor's response to be that they are unable or unwilling to comply. A negative response to any of the items may, if applicable, impact the ability of a participating agency to purchase from the Vendor using federal funds.

1. Vendor Violation or Breach of Contract Terms:

Contracts for more than the simplified acquisition threshold currently set at $150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 USC 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Any Contract award will be subject to Region 10 ESC General Terms and Conditions, as well as any additional terms and conditions in any Purchase Order, participating agency ancillary contract, or Member Construction Contract agreed upon by Vendor and the participating agency which must be consistent with and protect the participating agency at least to the same extent as the Region 10 ESC Terms and Conditions.

The remedies under the Contract are in addition to any other remedies that may be available under law or in equity. By submitting a Proposal, you agree to these Vendor violation and breach of contract terms.

Does vendor agree? CG

(Initials of Authorized Representative)

2. Termination for Cause or Convenience:

When a participating agency expends federal funds, the participating agency reserves the right to immediately terminate any agreement in excess of $10,000 resulting from this procurement process in the event of a breach or default of the agreement by Offeror in the event Offeror fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. participating agency also reserves the right to terminate the contract immediately, with written notice to offeror, for convenience, if participating agency believes, in its sole discretion that it is in the best interest of participating

agency to do so. Offeror will be compensated for work performed and accepted and goods accepted by participating agency as of the termination date if the contract is terminated for convenience of participating agency. Any award under this procurement process is not exclusive and participating agency reserves the right to purchase goods and services from other offerors when it is in participating agency's best interest.

Does vendor agree? _____

(Initials of Authorized Representative)

3. Equal Employment Opportunity:

Except as otherwise provided under 41 CFR Part 60 and to the extent allowed by Title VI of the Civil Rights Act of 1964 and applicable executive orders, all participating agency purchases or contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 shall be deemed to include 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."

The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. Vendor agrees that such provision applies to any participating agency purchase or contract that meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 and Vendor agrees that it shall comply with such provision.

Does vendor agree? _____

(Initials of Authorized Representative)

4. Davis-Bacon Act:

When required by Federal program legislation, Vendor agrees that, for all participating agency prime construction contracts/purchases in excess of $2,000, Vendor shall comply with the Davis-Bacon Act (40 USC 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, Vendor is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determinate made by the Secretary of Labor. In addition, Vendor shall pay wages not less than once a week.

Current prevailing wage determinations issued by the Department of Labor are available at www.wdol.gov. Vendor agrees that, for any purchase to which this requirement applies, the award of the purchase to the Vendor is conditioned upon Vendor's acceptance of the wage determination.

Vendor further agrees that it shall also comply with the Copeland "Anti-Kickback" Act (40 USC 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 each contractor or subrecipient must be 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.

Does vendor agree? _____

(Initials of Authorized Representative)

5. Contract Work Hours and Safety Standards Act:

Where applicable, for all participating agency contracts or purchases in excess of $100,000 that involve the employment of mechanics or laborers, Vendor agrees to comply with 40 USC 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 USC 3702 of the Act, Vendor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 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 40 hours in the work week. The requirements of 40 USC 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Does vendor agree? _____

(Initials of Authorized Representative)

6. Right to Inventions Made Under a Contract or Agreement:

If the participating agency's Federal award meets the definition of "funding agreement" under 37 CFR 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance or experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 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.

Vendor agrees to comply with the above requirements when applicable.

Does vendor agree? _____

(Initials of Authorized Representative)

7. Clean Air Act and Federal Water Pollution Control Act:

Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act (33 USC 1251-1387), as amended – Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act, as amended (33 USC 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

When required, Vendor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act.

Does vendor agree? _____

(Initials of Authorized Representative)

8. Debarment and Suspension:

Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (see 2 CFR 180.220) must not be made to parties 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 1966 Comp. p. 189) and 12689 (3CFR Part 1989 Comp. p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Vendor certifies that Vendor is not currently listed on the government-wide exclusions in SAM, is not debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor further agrees to immediately notify the Cooperative and all participating agencies with pending purchases or seeking to purchase from Vendor if Vendor is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Does vendor agree? _____

(Initials of Authorized Representative)

9. Byrd Anti-Lobbying Amendment:

Byrd Anti-Lobbying Amendment (31 USC 1352) -- Vendors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. As applicable, Vendor agrees to file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).

Does vendor agree? _____

(Initials of Authorized Representative)

10. Procurement of Recovered Materials:

For participating agency purchases utilizing Federal funds, Vendor agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act where applicable and provide such information and certifications as a participating agency may require to confirm estimates and otherwise comply. 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.

Does vendor agree? _____

(Initials of Authorized Representative)

11. Profit as a Separate Element of Price:

For purchases using federal funds in excess of $150,000, a participating agency may be required to negotiate profit as a separate element of the price. See, 2 CFR 200.323(b). When required by a participating agency, Vendor agrees to provide information and negotiate with the participating agency regarding profit as a separate element of the price for a particular purchase. However, Vendor agrees that the total price, including profit, charged by Vendor to the participating agency shall not exceed the awarded pricing, including any applicable discount, under Vendor's Cooperative Contract.

Does vendor agree? _____

(Initials of Authorized Representative)

12. Domestic Preference

Vendor must be prepared to provide a comprehensive list of the number of goods, products, and/or materials (including but not limited to iron, aluminum, steel, cement, and other manufactured products) being used for specific purchase orders under the contract award which were produced in the United States upon request to Region 10 ESC or any Equalis member who intends to use this contract with federal funds.

Does vendor agree? _____

(Initials of Authorized Representative)

13. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment

Vendor agrees that recipients and subrecipients are prohibited from obligating or expending loan or grant funds to procure or obtain, extend or renew a contract to procure or obtain, or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system from companies described in Public Law 115-232, section 889. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country are also prohibited.

Does vendor agree? _____

(Initials of Authorized Representative)

14. General Compliance and Cooperation with Participating Agencies:

In addition to the foregoing specific requirements, Vendor agrees, in accepting any Purchase Order from a participating agency, it shall make a good faith effort to work with participating agencies to provide such information and to satisfy such requirements as may apply to a particular participating agency purchase or purchases including, but not limited to, applicable recordkeeping and record retention requirements.

Does vendor agree? _____

(Initials of Authorized Representative)

15. Applicability to Subcontractors

Offeror agrees that all contracts it awards pursuant to the Contract shall be bound by the foregoing terms and conditions.

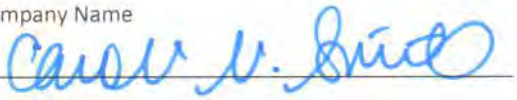
Does vendor agree? _____

(Initials of Authorized Representative)

By signature below, I certify that the information in this form is true, complete, and accurate and that I am authorized by my company to make this certification and all consents and agreements contained herein.

Meteor Education, LLC

Company Name



Signature of Authorized Company Official

Caroline Smith

Printed Name

VP of Strategic Sourcing

Title

4-16-25

Date

The following should replace Proposal Form 13 in its entirety. Changes have been highlighted.

PROPOSAL FORM 13: FEMA REQUIREMENTS

When a participating agency seeks to procure goods and services using funds under a federal grant or contract, specific federal laws, regulations, and requirements may apply in addition to those under state law. This includes, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200 (sometimes referred to as the "Uniform Guidance" or "EDGAR" requirements). Additionally, Appendix II to Part 200 authorizes FEMA to require or recommend additional provisions for contracts.

All respondents submitting proposals must complete this FEMA Recommended Contract Provisions Form regarding respondent's willingness and ability to comply with certain requirements which may be applicable to specific participating agency purchases using FEMA funds. This completed form will be made available to Members for their use while considering their purchasing options when using FEMA grant funds. Members may also require Supplier Partners to enter into ancillary agreements, in addition to the contract's general terms and conditions, to address the member's specific contractual needs, including contract requirements for a procurement using federal grants or contracts.

For each of the items below, Respondent should certify Respondent's agreement and ability to comply, where applicable, by having respondents authorized representative complete and initial the applicable lines after each section and sign the acknowledgment at the end of this form. If a Respondent fails to complete any item in this form, Region 10 ESC will consider the respondent's response to be that they are unable or unwilling to comply. A negative response to any of the items may, if applicable, impact the ability of a participating agency to purchase from the Supplier Partner using federal funds.

1. *Access to Records*

For All Procurements

The Winning Supplier agrees to provide the participating agency, the pass-through entity (if applicable), the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

The Winning Supplier agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

The Winning Supplier agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

Does Respondent agree? CJ
(Initials of Authorized Representative)

For Contracts Entered into After August 1, 2017 Under a Major Disaster or Emergency Declaration

In compliance with section 1225 of the Disaster Recovery Reform Act of 2018, the participating agency, and the Winning Supplier acknowledge and agree that no language in this contract is intended to

prohibit audits or internal reviews by the FEMA Administrator or the Comptroller General of the United States."

Does Respondent agree? CM
(Initials of Authorized Representative)

2. *Changes*

FEMA recommends that all contracts include a changes clause that describes how, if at all, changes can be made by either party to alter the method, price, or schedule of the work without breaching the contract. The language of the clause may depend on the nature of the contract and the procured item(s) or service(s). The participating agency should also consult their servicing legal counsel to determine whether and how contract changes are permissible under applicable state, local, or tribal laws or regulations.

Does Respondent agree? CM
(Initials of Authorized Representative)

3. *Use of DHS Seal, Logo, and Flags*

The Winning Supplier shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval. The contractor shall include this provision in any subcontracts.

Does Respondent agree? CM
(Initials of Authorized Representative)

4. *Compliance with Federal Law, Regulations, And Executive Orders and Acknowledgement of Federal Funding*

This is an acknowledgement that when FEMA financial assistance is used to fund all or a portion of the participating agency's contract with the Winning Supplier, the Winning Supplier will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives.

Does Respondent agree? CM
(Initials of Authorized Representative)

5. *No Obligation by Federal Government*

The federal government is not a party to this or any contract resulting from this or future procurements with the participating agencies and is not subject to any obligations or liabilities to the non-federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

Does Respondent agree? CM
(Initials of Authorized Representative)

6. *Program Fraud and False or Fraudulent Statements or Related Acts*

The Winning Supplier acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the contractor's actions pertaining to this contract.

Does Respondent agree? ___
(Initials of Authorized Representative)

7. *Compliance with 2 CFR 200.321(b)(1)-(5)*

If subcontracts are to be let, the Winning Supplier is required to take all necessary steps identified in 2 C.F.R. § 200.321(b)(1)-(5) to the extent required and/or allowed by Federal law.

Does Respondent agree? ___
(Initials of Authorized Representative)

8. *License and Delivery of Works Subject to Copyright and Data Rights*

The Winning Supplier grants to the participating agency, a paid-up, royalty-free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, the Winning Supplier will identify such data and grant to the participating agency or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, the Winning Supplier will deliver to the participating agency data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by the (insert name of the non-federal entity).

Does Respondent agree? ___
(Initials of Authorized Representative)

PROPOSAL FORM 14: ADDITIONAL ARIZONA CONTRACTOR REQUIREMENTS

AZ Compliance with Federal and state requirements: Contractor agrees when working on any federally assisted projects with more than $2,000.00 in labor costs, to comply with all federal and state requirements, as well as Equal Opportunity Employment requirements and all other federal and state laws, statutes, etc. Contractor agrees to post wage rates at the work site and submit a copy of their payroll to the member for their files. Contractor must retain records for three years to allow the federal grantor agency access to these records, upon demand. Contractor also agrees to comply with the Arizona Executive Order 75-5, as amended by Executive Order 99-4.
When working on contracts funded with Federal Grant monies, contractor additionally agrees to comply with the administrative requirements for grants, and cooperative agreements to state, local and federally recognized Indian Tribal Governments.

AZ Compliance with workforce requirements: Pursuant to ARS 41-4401, Contractor and subcontractor(s) warrant their compliance with all federal and state immigration laws and regulations that relate to their employees, and compliance with ARS 23-214 subsection A, which states, ..."every employer, after hiring an employee, shall verify the employment eligibility of the employee through the E-Verify program"
Region 10 ESC reserves the right to cancel or suspend the use of any contract for violations of immigration laws and regulations. Region 10 ESC and its members reserve the right to inspect the papers of any contractor or subcontract employee who works under this contract to ensure compliance with the warranty above.

AZ Contractor Employee Work Eligibility: By entering into this contract, contractor agrees and warrants compliance with A.R.S. 41-4401, A.R.S. 23-214, the Federal Immigration and Nationality Act (FINA), and all other Federal immigration laws and regulations. Region 10 ESC and/or Region 10 ESC members may request verification of compliance from any contractor or sub contractor performing work under this contract. Region 10 ESC and Region 10 ESC members reserve the right to confirm compliance. In the event that Region 10 ESC or Region 10 ESC members suspect or find that any contractor or subcontractor is not in compliance, Region 10 ESC may pursue any and all remedies allowed by law, including but not limited to suspension of work, termination of contract, suspension and/or debarment of the contractor. All cost associated with any legal action will be the responsibility of the contractor.

AZ Non-Compliance: All federally assisted contracts to members that exceed $10,000.00 may be terminated by the federal grantee for noncompliance by contractor. In projects that are not federally funded, Respondent must agree to meet any federal, state or local requirements as necessary. In addition, if compliance with the federal regulations increases the contract costs beyond the agreed on costs in this solicitation, the additional costs may only apply to the portion of the work paid by the federal grantee.

Registered Sex Offender Restrictions (Arizona): For work to be performed at an Arizona school, contractor agrees that no employee or employee of a subcontractor who has been adjudicated to be a registered sex offender will perform work at any time when students are present, or reasonably expected to be present. Contractor agrees that a violation of this condition shall be considered a material breach and may result in the cancellation of the purchase order at the Region 10 ESC member's discretion. Contractor must identify any additional costs associated with compliance to this term. If no costs are specified, compliance with this term will be provided at no additional charge.

Offshore Performance of Work Prohibited: Due to security and identity protection concerns, direct services under this contract shall be performed within the borders of the United States.

Terrorism Country Divestments: In accordance with A.R.S. 35-392, Region 10 ESC and Region 10 ESC members are prohibited from purchasing from a company that is in violation of the Export Administration Act. By entering into the contract, contractor warrants compliance with the Export Administration Act.

The undersigned hereby accepts and agrees to comply with all statutory compliance and notice requirements listed in this document.

Signature of Respondent

4/2/25
Date

PROPOSAL FORM 15: OWNERSHIP DISCLOSURE FORM (N.J.S. 52:25-24.2)

Pursuant to the requirements of P.L. 1999, Chapter 440 effective April 17, 2000 (Local Public Contracts Law), the Respondent shall complete the form attached to these specifications listing the persons owning 10 percent (10%) or more of the firm presenting the proposal.

Company Name: Meteor Education, LLC

Street: 690 NE 23rd Ave.

City, State, Zip Code: Gainesville, FL 32609

Complete as appropriate:

I N/A, *certify that I am the sole owner of* N/A, *that there are no partners and the business is not incorporated, and the provisions of N.J.S. 52:25-24.2 do not apply.*

OR:

I Caroline Smith, *a partner in* Limited Liability Company XXXXXXXX Meteor Education, *do hereby certify that the following is a list of all individual partners who own a 10% or greater interest therein. I further certify that if one (1) or more of the partners is itself a corporation or partnership, there is also set forth the names and addresses of the stockholders holding 10% or more of that corporation's stock or the individual partners owning 10% or greater interest in that partnership.*

OR:

I N/A, *an authorized representative of* _____, *a corporation, do hereby certify that the following is a list of the names and addresses of all stockholders in the corporation who own 10% or more of its stock of any class. I further certify that if one (1) or more of such stockholders is itself a corporation or partnership, that there is also set forth the names and addresses of the stockholders holding 10% or more of the corporation's stock or the individual partners owning a 10% or greater interest in that partnership.*

(Note: If there are no partners or stockholders owning 10% or more interest, indicate none.)

Name	Address	Interest
BCDI Meteor Parent, LLC	690 NE 23rd Ave., Gainesville, FL 32609	100%

I further certify that the statements and information contained herein, are complete and correct to the best of my knowledge and belief.

Caroline M. Smith VP of Strategic Sourcing — 4/2/25

Authorized Signature and Title — ***Date***

PROPOSAL FORM 16: NON-COLLUSION AFFIDAVIT

Company Name:
Street:
City, State, Zip Code:

State of ~~New Jersey~~ - Florida

County of Alachua

I, Caroline Smith *of the* Gainesville
Name *City*

in the County of Alachua *State of* Florida *of full age, being duly sworn according to law on my oath depose and say that:*

I am the VP of Strategic Sourcing *of the firm of* Meteor Education, LLC
Title *Company Name*

the Respondent making the Proposal for the goods, services or public work specified under the Harrison Township Board of Education attached proposal, and that I executed the said proposal with full authority to do so, that said Respondent has not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above proposal, and that all statements contained in said bid proposal and in this affidavit are true and correct, and made with full knowledge that the Harrison Township Board of Education relies upon the truth of the statements contained in said bid proposal and in the statements contained in this affidavit in awarding the contract for the said goods, services or public work.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by

Meteor Education, LLC — *Company Name*

[signature] - VP of Strategic Sourcing
Authorized Signature & Title

Subscribed and sworn before me

this 11th day of April, 20 25

[signature]
Notary Public of New Jersey
My commission expires 6.7 20 25

SEAL

LANIE L HART
Notary Public - State of Florida
Commission # HH 370190
My Comm. Expires Jun 7, 2027
Bonded through National Notary Assn.

PROPOSAL FORM 17: AFFIRMATIVE ACTION AFFIDAVIT (P.L. 1975, C.127)

Company Name: Meteor Education, LLC

Street: 690 NE 23rd Ave.

City, State, Zip Code: Gainesville, FL 32609

Bid Proposal Certification:

Indicate below your compliance with New Jersey Affirmative Action regulations. Your proposal will be accepted even if you are not in compliance at this time. No contract and/or purchase order may be issued, however, until all Affirmative Action requirements are met.

Required Affirmative Action Evidence:

Procurement, Professional & Service Contracts (Exhibit A)

Vendors must submit with proposal:

1. *A photo copy of their Federal Letter of Affirmative Action Plan Approval* _____

OR

2. *A photo copy of their Certificate of Employee Information Report* _____

OR

3. *A complete Affirmative Action Employee Information Report (AA302)* X

Public Work – Over $50,000 Total Project Cost:

A. *No approved Federal or New Jersey Affirmative Action Plan. We will complete Report Form AA201-A upon receipt from the Harrison Township Board of Education* X

B. *Approved Federal or New Jersey Plan – certificate enclosed* _____

I further certify that the statements and information contained herein, are complete and correct to the best of my knowledge and belief.

- VP of Strategic Sourcing

Authorized Signature and Title

4/2/25

Date

P.L. 1995, c. 127 (N.J.A.C. 17:27)

MANDATORY AFFIRMATIVE ACTION LANGUAGE

PROCUREMENT, PROFESSIONAL AND SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color,

national origin, ancestry, marital status, sex, affectional or sexual orientation. 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. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this non-discrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisement for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation.

The contractor or subcontractor, where applicable, will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers trade consistent with the applicable county employment goal prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of it testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the state of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and lay-off to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

Signature of Procurement Agent

Section C - Personal Identification

14. Contact Name: Cindy Sebzda 15. Title: Controller 16. Contact Email: csebzda@meteoreducation.com
17. Address: 690 NE 23rd Ave City: Gainesville State: FL Zip Code: 32609
18. Phone Number: 3524161318 Phone Extenion:

Return Search Submission

Revenue: Home | Registrations | Certifications | Tax Filings | NJBGS | Refund Policy | Contact us
Treasury: Home | Services | People | Businesses | Divisions/Agencies | Forms | Contact Us
Statewide: NJ Home | Services A to Z | Departments/Agencies | FAQs
Privacy Notice | Legal Statement | Accessibility Statement
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This site is maintained by the Division of Revenue & Enterprise Services

PROPOSAL FORM 18: C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Public Agency Instructions

This page provides guidance to public agencies entering into contracts with business entities that are required to file Political Contribution Disclosure forms with the agency. **It is not intended to be provided to contractors.** What follows are instructions on the use of form local units can provide to contractors that are required to disclose political contributions pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005, c. 271, s.2). Additional information is available in Local Finance Notice 2006-1 (https://www.nj.gov/dca/divisions/dlgs/resources/lfns_2006.html).

1. The disclosure is required for all contracts in excess of $17,500 that are **not awarded** pursuant to a "fair and open" process (N.J.S.A. 19:44A-20.7).
2. Due to the potential length of some contractor submissions, the public agency should consider allowing data to be submitted in electronic form (i.e., spreadsheet, pdf file, etc.). Submissions must be kept with the contract documents or in an appropriate computer file and be available for public access. **The form is worded to accept this alternate submission.** The text should be amended if electronic submission will not be allowed.
3. The submission must be **received from the contractor and** on file at least 10 days prior to award of the contract. Resolutions of award should reflect that the disclosure has been received and is on file.
4. The contractor must disclose contributions made to candidate and party committees covering a wide range of public agencies, including all public agencies that have elected officials in the county of the public agency, state legislative positions, and various state entities. The Division of Local Government Services recommends that contractors be provided a list of the affected agencies. This will assist contractors in determining the campaign and political committees of the officials and candidates affected by the disclosure.
    a) The Division has prepared model disclosure forms for each county. They can be downloaded from the "County PCD Forms" link on the Pay-to-Play web site at https://www.state.nj.us/dca/divisions/dlgs/programs/pay_2_play.html They will be updated from time-to-time as necessary.
    b) A public agency using these forms **should edit them to properly reflect the correct legislative district**(s). As the forms are county-based, **they list all legislative districts** in each county. **Districts that do not represent the public agency should be removed from the lists.**
    c) Some contractors may find it easier to provide a single list that covers all contributions, regardless of the county. These submissions are appropriate and should be accepted.
    d) The form may be used "as-is", subject to edits as described herein.
    e) The "Contractor Instructions" sheet is intended to be provided with the form. It is recommended that the Instructions and the form be printed on the same piece of paper. The form notes that the Instructions are printed on the back of the form; where that is not the case, the text should be edited accordingly.
    f) The form is a Word document and can be edited to meet local needs, and posted for download on web sites, used as an e-mail attachment, or provided as a printed document.
5. It is recommended that the contractor also complete a "Stockholder Disclosure Certification." This will assist the local unit in its obligation to ensure that contractor did not make any prohibited contributions to the committees listed on the Business Entity Disclosure Certification in the 12 months prior to the contract. (See Local Finance Notice 2006-7 for additional information on this obligation) A sample Certification form is part of this package and the instruction to complete it is included in the Contractor Instructions. **NOTE: This section is not applicable to Boards of Education.**

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM
Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

1. any State, county, or municipal committee of a political party
2. any legislative leadership committee*
3. any continuing political committee (a.k.a., political action committee)
4. any candidate committee of a candidate for, or holder of, an elective office:

1. of the public entity awarding the contract
2. of that county in which that public entity is located
3. of another public entity within that county
4. or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county. The disclosure must list reportable contributions to any of the committees that exceed $300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

5. individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
6. all principals, partners, officers, or directors of the business entity or their spouses
7. any subsidiaries directly or indirectly controlled by the business entity
8. IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs). When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure. Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report. The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement. The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act. The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law.

NOTE: This section does not apply to Board of Education contracts.

* N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker

of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.

Part I – Vendor Information

Vendor Name:	Meteor Education, LLC		
Address:	690 NE 23rd Ave.		
City:	Gainesville	State: FL	Zip: 32609

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Caroline Smith — VP of Strategic Sourcing

Signature — Printed Name — Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than $300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
N/A			$

☐ Check here if the information is continued on subsequent page(s)

Continuation Page
C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM
Required Pursuant To N.J.S.A. 19:44A-20.26
Page 2 of 2

Vendor Name:

Contributor Name	Recipient Name	Date	Dollar Amount
N/A			$

☐ Check here if the information is continued on subsequent page(s)

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26
County Name:
State: Governor, and Legislative Leadership Committees
Legislative District #s:
State Senator and two members of the General Assembly per district.

County: N/A

Freeholders	County Clerk	Sheriff
{County Executive}	Surrogate	

Municipalities (Mayor and members of governing body, regardless of title):

USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD FROM WWW.NJ.GOV/DCA/LGS/P2P A COUNTY-BASED, CUSTOMIZABLE FORM.

PROPOSAL FORM 19: STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

[X] I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

[ ] I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

[ ] Partnership	[ ] Sole Proprietorship	[ ] Limited Liability Partnership
	[ ] Limited Partnership	
[ ] Corporation	[X] Limited Liability Corporation	[ ] Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: BCDI Meteor Acquisition, LLC Home Address: 690 NE 23rd Ave., Gainesville, FL 32609	Name: Home Address:
Name: Home Address:	Name: Home Address:
Name: Home Address:	Name: Home Address:

Subscribed and sworn before me this 11th day of April 2025

(Notary Public) Lanie L Hart

My Commission expires: June 7, 2025

Caroline L. Smith

(Affiant)

Caroline Smith, VP of Strategic Sourcing

(Print name & title of affiant)

(Corporate Seal)

LANIE L HART
Notary Public - State of Florida
Commission # HH 370190
My Comm. Expires Jun 7, 2027
Bonded through National Notary Assn.

PROPOSAL FORM 21: EQUALIS GROUP ADMINISTRATION AGREEMENT

Requirements for Master Agreement To be administered by Equalis Group

Attachment A, Equalis Group Administrative Agreement is used in administering Master Agreements with Region 10 and is preferred by Equalis Group. Redlined copies of this agreement should not be submitted with the response. Should a respondent be recommended for award, this agreement will be negotiated and executed between Equalis Group and the respondent. **Respondents must select one of the following options for submitting their response**.

- [X] Respondent agrees to all terms and conditions outlined in each of the Administration Agreement.
- [ ] Respondent wishes to negotiate directly with Equalis Group on terms and conditions outlined in the Administration Agreement. Negotiations will commence after sealed Proposals are opened and Region 10 has determined the respondent met all requirements in their response and may be eligible for award.

PROPOSAL FORM 22: OPEN RECORDS POLICY ACKNOWLEDGEMENT AND ACCEPTANCE

OPEN RECORDS POLICY ACKNOWLEDGMENT AND ACCEPTANCE

Be advised that all information and documents submitted will be subject to the Public Information Act requirements governed by Chapter 552 of the Texas Government Code.

Because contracts are awarded by a Texas governmental entity, all responses submitted are subject to release as public information after contracts are executed. If a Respondent believes that its response, or parts of its response, may be exempted from disclosure to the public, the Respondent must specify page-by-page and line-by-line the parts of the response, which it believes, are exempted from disclosure. In addition, the Respondent must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s). Respondent must provide this information on the "Acknowledgement and Acceptance to Region 10 ESC's Public Information Act Policy" form found on the next page of this solicitation. Any information that is unmarked will be considered public information and released, if requested under the Public Information Act.

The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 10 ESC must provide the OAG with the information requested in order for the OAG to render an opinion. In such circumstances, Respondent will be notified in writing that the material has been requested and delivered to the OAG. Respondent will have an opportunity to make arguments to the OAG in writing regarding the exception(s) to the TPIA that permit the information to be withheld from public disclosure. Respondents are advised that such arguments to the OAG must be specific and well-reasoned--vague and general claims to confidentiality by the Respondent are generally not acceptable to the OAG. Once the OAG opinion is received by Region 10 ESC, Region 10 ESC must comply with the opinions of the OAG. Region 10 ESC assumes no responsibility for asserting legal arguments on behalf of any Respondent. Respondents 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.

After completion of award, these documents will be available for public inspection.

Signature below certifies complete acceptance of Region 10 ESC's Open Records Policy, except as noted below (additional pages may be attached, if necessary). Check one of the following responses to the Acknowledgment and Acceptance of Region 10 ESC's Open Records Policy below:

☐ We acknowledge Region 10 ESC's Public Information Act policy and declare that no information submitted with this proposal, or any part of our proposal, is exempt from disclosure under the Public Information Act.

(Note: All information believed to be a trade secret or proprietary must be listed below. It is further understood that failure to identify such information, in strict accordance with the instructions below, will result in that information being considered public information and released, if requested under the Public Information Act.)

☒ We declare the following information to be a trade secret or proprietary and exempt from disclosure under the Public Information Act.

(Note: Respondent must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, Respondent must specify which exception(s) are applicable and provide detailed reasons to substantiate the exception(s).

4/2/25

Date

Authorized Signature & Title

PROPOSAL FORM 24: MANUFACTURER LETTER AFFIDAVIT

Respondents should indicate below whether they manufacture all the products offered in their proposal or if they operate as an authorized reseller, dealer, distributor, or manufacturer's representative for any products offered in their proposal.

Respondents submitting proposals as an authorized reseller, dealer, distributor, or manufacturer's representative shall indicate that they are able, upon request, to provide a letter from the manufacturer certifying that Respondent is an actual authorized reseller, dealer, distributor, or manufacturer's representative for that manufacturer and that the Respondent is authorized to submit a proposal for that product, and which guarantees that if the Respondent should fail to satisfactorily fulfill any obligations established as a result of the award of contract, the manufacturer will either assume the Respondent's obligations or arrange for fulfillment through another competent dealer to complete the balance of the project.

Manufacturer letters will be requested from vendors being considered for award before final recommendations are made to the board. Failure to provide manufacturer letters may result in a respondent being eliminated from consideration for award.

Check one of the following:

☐ Our company manufactures all products offered in this response

☒ Our company operates as an authorized reseller, dealer, distributor, or manufacturer's representative and will provide the required letter from every manufacturer represented upon request from Region 10 ESC. I understand that failure to provide said letters may result in my response being rejected in part or in whole, and that misrepresentation of manufacturer consent may result in termination of any resulting contract for cause.

Meteor Education is an authorized dealer for all manufacturers represented in our proposal. Authorization letters available upon request.



Did you sign the vendor contract and signature form? **If not, your Proposal will be rejected.**

Region 10 will negotiate any exceptions and both parties will agree upon which exceptions will be accepted or altered before the Region 10 board votes to accept or reject the proposals.



Payment Methods

Define your invoicing process and methods of payments you will accept. Please include the overall process for agencies to make payments.

Invoicing – All goods and services quoted by Meteor Education and purchased by the buyer will be ordered and tracked by Meteor. Upon delivery to buyer, itemized work orders are issued for the buyer to approve and sign. Once the buyer approves, the goods and services are invoiced. Meteor typically invoices within a week of project completion. The signed work order is attached to the invoice as proof of delivery and receipt. Meteor can invoice in any format that is acceptable to the client, including providing invoices that are structured identically to the quote.

Payment Terms – Payment terms are net 30 days, unless otherwise specified. Customer will be invoiced upon delivery of services. Customer will be charged 18% annual interest, or $50 per month, whichever is greater, on the balance of any late payment. Any change to an order must be in a written change order.

Taxes – Customer's current sales tax exemption certificate must be on file at the time the order is placed, or we must, by law, charge appropriate sales tax. Please note sales tax is not included in any of the proposed pricing. Upon customer request, sales tax will be billed as a separate line item at the local rate.

Returned Goods – Returned goods will only be accepted under a Return Authorization number (RA) issued by the Company. Accepted Returns may be subject to re-stocking and handling fees and any additional freight costs. Special order or custom-made products may not be returned.

Acceptable Methods of Payments & Associated Fees – Meteor accepts ACH, check, purchasing (P-Card) and credit card payments. If using purchasing cards, up to a 3.0% fee may be assessed to order.

Bonding – All fees for performance and payment bonds will be paid by customer, which can be up to 2% of the total project cost. Bonding rates are subject to change; please confirm the rate at time of order placement.



Products & Services Offered

Please provide a high-level overview of the products and services being offered and how they address the scope being requested herein.

Meteor Education is the leader in the design and delivery of collaborative, flexible learning environments that accelerate student engagement. As part of our full-service approach, Meteor's local teams, educator experts and design specialists partner closely with each school district to create social classrooms and other custom spaces that empower educators to develop future-ready students. We provide training to teachers to help maximize the positive effect of each environment and tools so districts can measure the impact on student learning and the overall value provided to their community. Meteor has helped thousands of schools improve their learning settings for more than 30 years. Over the past five years we partnered with 1,800+ districts across the US to impact the educational experience of more than 2.8 million students.

Meteor Education offers a comprehensive suite of furniture and storage solutions that directly align with the scope outlined in the RFP. With access to over 200 manufacturers, we provide a diverse range of seating, desks, tables, storage solutions, and architectural products designed to enhance learning spaces. In addition to furniture procurement, Meteor Education delivers turnkey services that support clients throughout the entire project lifecycle. Our dedicated project management team oversees all aspects, including space planning, design consultation, delivery, installation, and post-installation support. To maximize the value of the new spaces, we also provide environment orientation sessions, helping end-users effectively utilize their redesigned environments.

We also offer specialized programs such as furniture repurposing and recycling, disaster recovery planning, and district-wide impact programs. These initiatives ensure sustainable, cost-effective, and equitable solutions. Our national and local contract partnerships enable us to deliver compliant, cost-effective solutions tailored to the unique needs of each district or organization.

Through our design studio approach, we focus on enhancing teaching and learning methods, optimizing classroom tools, and promoting meaningful interactions between students and teachers. As one of the largest providers of learning spaces in the United States, we are committed to integrating best practices for teaching and learning. Our solutions support inquiry-based instruction, effective use of modern classrooms, and increased student achievement.

Our submission includes product pricing by supplier and outlines the additional services offered, we are dedicated to delivering solutions that optimize learning environments and drive positive outcome.

METEOR EDUCATION



What Sets Meteor Education Apart from Others

Meteor Education is highly experienced in planning, designing, supplying, and installing turn-key fixtures, furniture, and equipment for schools across the nation. We have focused on providing school districts with these services for over 30 years and have successfully completed over 800 school packages per year to date – totaling close to [redacted] – during that time. Nearly all our clientele are K-12 public school districts, and we are therefore highly skilled in working on design/build projects in the realm.

We use a design studio approach to positively affect the methods of teaching and learning, the use of tools in classrooms, and the interactions between students and teachers within learning environments. Meteor is one of the largest providers of learning spaces, including furnishings and design services, in the United States, with a focus on integrating best practices for teaching and learning to drive inquiry-based instruction, effective use of modern classrooms, and increased student achievement.

Meteor Education is a leading educational services partner working with education providers to help them create High-impact Learning Environments and High-impact Learning Experiences throughout the U.S. As one of the largest providers of learning spaces, including furnishings, educational interior design and professional development services, Meteor's local studio approach focuses on bringing transformational learning to the surrounding communities, their students, and teachers.

K-12 Turn-Key Solutions. Over 98% of our business is done in the K-12 marketplace. Meteor specializes in helping schools to create high impact learning experiences.

Innovative and Instructional Design. Our entire process is design driven with our interior and instructional designers involved from start to finish. We have a team of full-time in-house designers ensuring we meet every design need. Once project goals are defined, we will work to develop a custom design to meet your unique needs. Meteor excels at developing flexible, functional environments and experiences. We bring cutting edge product design and combine the latest teaching methods (i.e. –

collaborative learning 71 product and instruction) into that design. Our project design includes the use of easy technology that enables the client to walkthrough the various spaces in 3D renderings – without the use of complicated software or training.

Organizational Size and Strength. These qualities are seen in our focus in the educational market. Meteor operates actively in 38 states and has the capacity to supply products nationally and even in some international markets. In addition, our team consists of professional sales associates, full-time design teams, project managers, installation professionals, and logistics options. This ensures that the smallest project details are accurately managed throughout your project.

Product Offerings. Meteor represents over 175 manufacturers. The abundance of manufacturers we represent ensures we can provide competitive furnishings to meet any need.

Learning Organization. As part of their professional development, Meteor personnel are encouraged to never stop learning. Many of our team members have professional certifications. This formal training, complemented with their experience, is another clear distinction between Meteor personnel and our competition.

Professional Development Consulting. We have a full team of professional educational consultants to help ensure teachers and district personnel are trained so they can provide the best learning experience possible for their students.

Service and Support. Our service after the sales is unparalleled in the industry.
Meteor warrants all products sold to the end user with a one-year parts and labor warranty (above any manufacturer's warranty). No such warranty exists from our competitors to cover labor associated with manufacturer defects. Additionally, after the one-year period is completed, Meteor will continue to act as a liaison between the client and manufacturer if any additional warranty issues arise throughout the warranty period for products.

One Year Walk-through Review. For large projects, Meteor will schedule an anniversary walkthrough after the first year in the facility. We will walk-through the site with the client to identify any issues and validate all warranty issues.



Design Capabilities

Collaborative Design Process

Meteor Education's approach to creating ProSocial Learning Environment™ designs is uniquely personal to the client. More than just an attractive space, our Meteor team utilizes a collaborative design process to align your learning goals with your space. Through the collaborative design process, the dedicated Meteor Learning Experience Coordinator (educator) inquires and uncovers the types of student learning experiences you desire and then works closely with the Meteor Interior Designer to translate your learning goals into space design. This emphasis on educational voice and focus is the bridge to an optimal space where teachers activate learning and students come alive in discovery.

Our firm strives to provide every client with instructionally-sound ProSocial spaces and currently employs 38 full-time Interior Designers and 11 full-time Learning Experience Coordinators (educators) to ensure our customers get the full design attention they desire.

Meteor Education's Design Elements

The learning environment is never neutral. In fact, many spaces manufacture lifeless learners and exhausted teachers. More than just an attractive space, ProSocial Learning Environments™ align your learning goals with your space. Meteor Education's collaborative design process, with an educational voice and focus, is the bridge to an optimal space where teachers activate learning and students come alive in discovery.

We've identified four design elements within supportive, collaborative, ProSocial Learning Environments™ and use these principles when designing spaces with our clients.

Design Elements of a ProSocial Learning Environment™

FOUR COMMON DESIGN ELEMENTS WITHIN A PROSOCIAL LEARNING ENVIRONMENT™

LEARNING PODS

Students sit or stand **eye-to-eye** and **knee-to-knee** in **teams of 2, 3, and 4**, to easily engage in respectful communication, real-world collaboration, and hands-on experiences with a common set of resources.

ACTIVITY ZONES

Students enhance their learning in areas designed for experiential activities that maximize **social interaction** and cognitive development, through **multiple learning modalities** and access for **integration of technology**.

TEACHER SPACES

Students gain when the finite resource of space for learning experiences is balanced between stakeholders. Teacher space for **focused planning** and **proximity to teams** helps learners in their journey, while mobile storage improves **adaptability** from year to year.

DYNAMIC PLACE

Students benefit from **agile spaces** equipped for fluid **learner movement** and **correct ergonomics** to maximize interactions, minimize transitions, offer **greater comfort and safety**, and deliver easy and quick flexibility.

See the Possibilities!

Utilizing cutting edge modeling tools, our team works with you to create, visualize, and refine your plan. See it before you own it! Please note that all pictures and renderings shown throughout this proposal were from Meteor projects.



Major benefits of space planning by Meteor Education

1. Visualize the environment

2. Design spaces to be more flexible by modeling layout options

3. Control costs associated with “over-buying” product that doesn’t fit

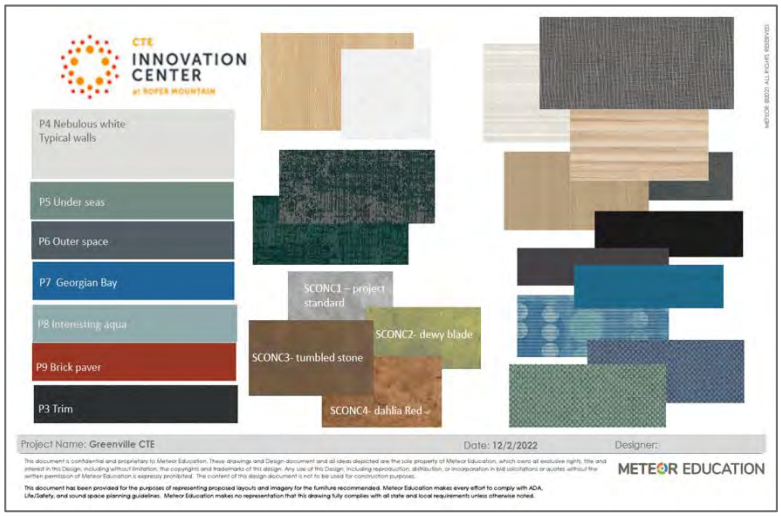
Full Space Planning and Layout Services

Our design team works in concert with our sales force and learning services team to complete full layouts for all critical spaces in your facility. Being able to preview what the selected furniture will look like in your unique space, helps to ensure overall customer satisfaction and quality assurance. The following summarizes the list of available drawing services that are all included at no additional space planning charge with our total school programs:

1. **2D Space Planning** – The initial phase of project planning would be incomplete without reviewing the architectural plans and layouts. As part of this review, we add our products into the architectural floor plans to ensure proper spacing, function, and ADA compliance. These plans are reviewed by interior designers and sales team members with the end users for accuracy. Changes are made based on the various goals and feedback from the client.

2. **3D Renderings and Walkthroughs** – Meteor Education has the ability to bring your school to life months before it's actually completed. Sensitive areas such as media centers, cafeterias, classrooms, and administrative offices are laid out in stunning detail. This allows for a more realistic review of final planned furnishings and often helps create excitement and more in-depth conversations about the use of space and the overall use of the rooms.





Finish Selections

Not only does our local team work to ensure that all product selections meet the client's needs, but we also strive to ensure finishes/colors compliment the architectural details and support your overall vision for your space. Your local team will utilize the industry's wide selection of finishes, creating color palate examples and making recommendations based on customer's directives and feedback.

Creating a digital design presentation with finish selections shown for the project is another element of closing out the sales workup process. It enables the client to verify and then display all aspects of the products, finishes, and color pallets they have selected for the job. This ensures they are getting the colors and materials they envisioned for their project.

Software & Deliverables



Our design team is proficient in AutoCAD, Revit, CET, Photoshop, and Sketchup.

Building floor plans from schools or architects can be given in AutoCAD or Revit, as well as PDF. If there are no floor plans available, our team will come on site to field measure the spaces.

Design deliverables can include:

- 2D Floor plans – Black and white
- 3D Renderings – Black and white and/or color
- PowerPoint presentation including individual furniture callouts, which show and describe the product and finishes
- Digital color finish sample boards
- Fly-through videos – virtual walk through of building*
- Virtual reality goggles – put on goggles that allow you to turn your body and see the room as if you're standing in the middle of it*

*Deliverable is not included in standard design package and may require fee and additional time.



Value Added Services

Meteor Education offers many value-added services. Below is a summary of what sets us apart from the competition.

Local Studio Advantage. Our team is local. We firmly believe that to best serve the schools we work with, we need to be members of the community. While we have the benefit of national resources and thought leadership, we also provide the dedicated, local team support that makes the difference.

Experience in K-12 Turn-Key Solutions. Over 98% of our business is done in the K-12 marketplace. Meteor Education specializes in helping schools to create high impact learning experiences. Our firm strives to build longstanding relationships with customers by offering the highest quality and customer service in the industry. Our project experience and references are second to none.

ProSocial Learning Environments. You have unique requirements for your spaces based on subject areas, grade levels, instructional intent, and student needs. That's why we start every design by first deeply understanding your instructional outcomes for that space and designing so the environment is aligned with the experience. Each project team includes an Learning Experience Coordinator (LEC) who is an instructional expert and will guide this process. The LEC is committed to ensuring client-focused instructional input into the design of classroom environments for Educationally Sound Learning Environments to create ProSocial Learning Experiences.

Innovative and Instructional Design. Our entire process is design driven with our interior and instructional designers (LECs) involved from start to finish. We have a team of full-time in-house designers ensuring we meet every design need. Once project goals are defined, we will work to develop a custom design to meet your unique needs. Meteor Education excels at developing ProSocial, flexible, and functional learning environments and experiences. We bring cutting edge product design and combine the latest teaching methods (i.e. – collaborative learning product and instruction) into that design. Our project design includes the use of easy technology that enables the client to walkthrough the various spaces in 3D renderings – without the use of complicated software or training.

Environment Orientation. We have a full team of professional educational consultants (LECs) to help ensure teachers and district personnel are trained so they can provide the best ProSocial Learning

Experience possible for their students. Your local LEC can provide teacher onboarding support for how to leverage their new environment through the lens of student-centered learning.

Furniture Assessment Capabilities. For refurbish/replacement projects that don't have a budget that allows for all new furniture, our firm can inventory existing furniture within the school or district. We attach a score to the furniture and provide a comprehensive assessment. We then work with the client to develop a plan of what can continue to be used and what will need to be replaced. We can develop designs that incorporate both existing and new furniture.

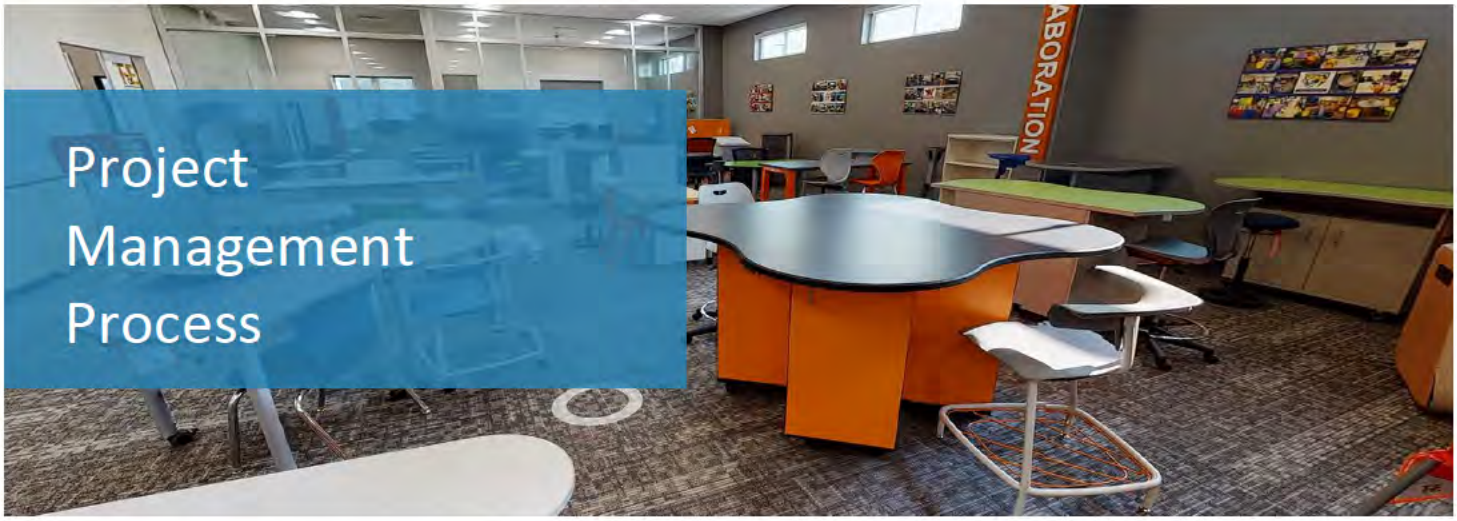
Organizational Size and Strength. These qualities are seen in our focus in the educational market. Meteor Education operates nationally and has the capacity to supply products in some international markets. In addition, our team consists of professional sales associates, full-time design teams, project managers, installation professionals, and logistics options. This ensures that the smallest project details are accurately managed throughout your project.

Product Offerings. Meteor Education represents over 175 suppliers. The abundance of manufacturers we represent, ensures we can provide competitive furnishings to meet any need.

Learning Organization. As part of their professional development, our personnel are encouraged to never stop learning. We offer professional development classes online through our Human Resources platform. In addition, many of our team members have professional certifications. This formal training, complemented with their experience, is another clear distinction between our personnel and our competition.

Service and Support. Our service after the sales is unparalleled in the industry.

- Our firm warrants all products sold to the end user with a one-year parts and labor warranty (above any manufacturer's warranty). Additionally, after the one-year period is completed, Meteor Education will continue to act as a liaison between the client and manufacturer if any additional warranty issues arise throughout the warranty period for products.
- One Year Walk-through Review. For large projects, Meteor Education will schedule an anniversary walk-through after the first year in the facility. We will walk-through the site with the client to identify any issues and validate all warranty issues.



Project Management Process

Purchase Order Verifications: All products placed on order for projects are verified for accuracy with quotes, drawings, and against the customer's project signoff. All purchase orders are acknowledged in writing with the customer once received. Any missing information or discrepancies found are verified in writing with the client for clarity.

Purchasing Procedures: Meteor places orders with factories based on the time schedule and lead times associated with the project once verified by project management. Factory orders are acknowledged and checked for accuracy once placed to ensure proper SKU, options, colors, and availability.

Professional Project Management: All projects are assigned individually to one of our experienced project managers. They are assigned "cradle to grave" from the receipt of the PO to the completion of the installation. The project managers work directly with the Lead Installers to ensure proper communication, setup for install work and changes throughout the process. It is important to note: while sales associates remain active throughout the life of a project, they are not trying to "manage" projects (which is not their primary role).

Coordination and Information: Our project managers are Meteor operations representatives that monitor and evaluate progress and coordinate our work from receipt of a purchase order to resolution of punch list items. The project manager works directly with the installation crew onsite to ensure that communications regarding deliveries, job site challenges and work progress are closely monitored. The project managers ensure efficient, timely coordinated work from our professional installation teams. They are involved from the beginning of the project specifications through to the end of the work.

Logistics Management: Meteor employs a full-time Logistics/Traffic Group Manager. This team is responsible for scheduling all incoming loads from factories and all deliveries in the field. This enables an even greater level of logistics control and execution.

Weekly Communication: Our project manager communicates weekly with the client as the project moves forward. This ensures that changes to the job schedule that affect the furniture delivery schedule will be caught and the proper revisions to the plans are made. This weekly communication can occur as a conference call, in regularly planned construction meetings at the client's invitation and via web conferencing.



Ongoing Training & Consulting

Outline what ongoing training and consulting support is available to customers.

Meteor Education is committed to providing ongoing training and consulting support to ensure that customers maximize the value and effectiveness of their new learning environments. Our support is designed to be accessible, practical, and sustainable, equipping educators with the tools and knowledge needed to enhance teaching strategies and student engagement.

Environment Orientation
To help educators seamlessly integrate their new spaces into daily instruction, we offer comprehensive environment orientation services. This includes:

- Access to a Professional Library with instructional resources.
- Classroom tips and strategies that are easy to apply immediately.
- Instructional videos demonstrating best practices for utilizing the new learning environments effectively.

Learning Services
To build long-term capacity and promote sustainable learning strategies, we provide ongoing support through:

- Follow-up sessions during Professional Learning Communities (PLCs) and department meetings.
- 1:1 coaching and reflection, available both onsite and virtually.
- Support for instructional coaches and teacher leaders to extend and reinforce learning beyond the initial partnership.

Through these continuous training and consulting resources, Meteor Education ensures that educators receive the necessary guidance and support to create dynamic, effective learning experiences and sustain impactful instructional practices over time.



Preventative Maintenance Program

Outline your preventative maintenance program for the offered products and services.

Meteor Education does not currently have a formal preventative maintenance program in place for all products. However, we do offer inspection and maintenance services for cafeteria tables through our Sico program.

As part of this program, we:

- Conduct onsite inspections to assess the condition of the tables.
- Perform general maintenance to ensure optimal functionality.
- Document any issues and provide a detailed inventory of necessary repairs.

Following the inspection, we generate a list of required parts, allowing the school district to decide whether to proceed with a quote for repairs.

Additionally, all maintenance programs are customizable based on customer needs. If requested, we can provide a quote for tailored preventative maintenance services specific to the products and scope of work.



Certifications & Qualifications Required by Installation Staff

Identify certifications and qualifications required by installation and maintenance staff.

Meteor Education's installation and maintenance staff do not require specific certifications unless mandated by a particular supplier. However, we partner with highly trained and experienced installation teams that specialize in the products we install.

Our teams are:

- Skilled in routine maintenance and follow industry best practices to ensure quality and longevity.
- Experienced in handling a diverse range of furniture and equipment, ensuring proper installation and optimal performance.
- Committed to maintaining safety and compliance standards, adhering to all project-specific requirements.

Should a project or supplier require specialized certifications, we ensure that the appropriate qualified personnel are assigned to meet those requirements.



Product Certifications

Outline all applicable product certifications currently held such as BIFMA or ADA.

As a national supplier of educational furniture, Meteor Education understands the importance of providing products that meet specific certifications and standards required by school districts. We are committed to offering high-quality solutions from manufacturers that prioritize durability, safety, and sustainability while addressing functional needs, design aesthetics, and budget considerations. With a large network of suppliers, we provide a diverse range of products that comply with various industry-recognized quality and environmental standards. Below are some of the key certifications and standards met by our manufacturers:

Forest Stewardship Council – FSC certification is a voluntary, market-based tool that supports responsible forest management worldwide. FSC certified forest products are verified from the forest of origin through the supply chain. The FSC label ensures that the forest products used are from responsibly harvested and verified sources. The FSC's purpose is to coordinate the development of forest management standards throughout the different biogeographic regions of the U.S., to provide public information about certification and FSC, and to work with certification organizations to promote FSC certification in the U.S.FSC-US has a national presence through the work of its Board of Directors, members, staff, and regional standards coordinators.
Website: http://www.fscus.org/about_us/

GREENGUARD - GREENGUARD Certification is part of UL Environment, a business unit of UL (Underwriters Laboratories). GREENGUARD Certification helps manufacturers create--and helps buyers identify--interior products and materials that have low chemical emissions, improving the quality of the air in which the products are used. UL Environment acquired GREENGUARD in 2011, further advancing its mission of promoting global sustainability, environmental health, and safety.
Website: https://www.ul.com/services/ul-greenguard-certification

MAS Certified Green - MAS Certified Green is a registered trademark to delineate low VOC emitting products in the marketplace so that purchasers and specifiers of those

products know that they can earn credits in sustainability programs like LEED and California CHP program. MAS provides both static and dynamic emissions testing services to determine the type and concentrations of chemical compounds potentially off-gassed from finished products and raw materials into the indoor environment.
Website: https://mascertifiedgreen.com/

Green Label Plus – Green Label Plus is an example of CRI's (The Carpet and Rug Institute) leadership in the best practices of environmental responsibility. Look for the CRI Green Label Plus logo as proof that the product has been tested and certified by an independent laboratory and has met stringent criteria for low emissions. The Carpet and Rug Institute's Green Label Plus (GLP) program is recognized by the U.S. Environmental Protection Agency's (EPA's) Recommendations of Specifications, Standards, and Ecolabels for Federal Purchasing. This recognition places the GLP program as a top-tier program for certification.
Website: https://carpet-rug.org/testing/green-label-plus/

Cradle to Cradle – Cradle to Cradle Certification is a multi-attribute eco-label that assesses a product's safety to humans and the environment and design for future life cycles. The program provides guidelines to help businesses implement the Cradle to Cradle framework, which focuses on using safe materials that can be disassembled and recycled as technical nutrients or composted as biological nutrients. MBDC's certification program takes a comprehensive approach to evaluating the design of a product and the practices employed in manufacturing the product. The materials and manufacturing practices of each product are assessed in five categories: Material Health, Material Reutilization, Renewable Energy Use, Water Stewardship, and Social Responsibility.
Website: https://c2ccertified.org/

EPP Downstream Program - CPA's EPP Downstream Program is an easy way for consumers to identify environmentally responsible products. Products carrying the EPP Downstream logo were manufactured by a company that has demonstrated their environmental commitment by purchasing at least 50% CPA EPP certified composite wood products.
Website: https://www.compositepanel.org/

Eco-Certified Composite (ECC) - The Eco-Certified Composite (ECC) sustainability standard is a voluntary industry certification developed and administered by the Composite Panel Association (CPA) for manufacturers of composite wood or agrifiber-based panels, including particleboard, medium density fiberboard (MDF), hardboard, engineered wood siding, and engineered wood trim. ECC Certification is available to individual manufacturing plants and is based on life cycle inventory and other verifiable environmentally responsible practices. The certification process includes an on-site evaluation and subsequent yearly audits. CPA's proprietary Carbon Calculator, developed by a third-party expert, is used to assess the life cycle and carbon

footprint of composite panels made at a particular manufacturing plant.
Website: https://www.compositepanel.org/sustainability/ecc/

ISO Certification - ISO 14001 is the benchmark international standard for the implementation and operation of an environmental management system. Certification requires a commitment to continuously improve practices that protect the environment. To meet that responsibility specific environmental objectives and targets need to be set, as well as a program to reach those goals and a system that evaluates both the process management and results.
Website: http://www.iso.org/iso/home.html

Green-e - Green-e is the nation's leading independent certification and verification program for renewable energy and greenhouse gas emission reductions in the retail market. It has two certification and one verification programs: Green-e Climate is a voluntary certification program launched in 2008 that sets consumer-protection and environmental-integrity standards for greenhouse gas (GHG) emission reductions sold in the voluntary market. Green-e Energy is the nation's leading independent certification and verification program for renewable energy. Green-e Marketplace is a program that allows companies to display the logo when they have purchased a qualifying amount of renewable energy and passed our verification standards.
Website: http://www.green-e.org/about.shtml

ANSI/BIFMA - The ANSI/BIFMA certification signifies that furniture products meet rigorous safety, durability, and sustainability standards developed by the Business and Institutional Furniture Manufacturers Association (BIFMA) in collaboration with the American National Standards Institute (ANSI). These standards ensure that products undergo comprehensive testing for structural integrity, stability, and performance, promoting quality and safety in commercial furniture. Additionally, BIFMA's LEVEL® certification addresses environmental and social responsibility aspects, evaluating materials, energy usage, human and ecosystem health, and corporate practices. Products achieving LEVEL certification demonstrate a commitment to sustainability and can contribute to green building initiatives such as LEED.
Website: https://www.bifma.org/page/ansi-accreditation

SCS Global Services Indoor Air Quality Certification – SCS Global Services Indoor Air Quality Certification is a recognized and trusted program that assesses and verifies the indoor air quality standards of buildings and products. It ensures that the air inside a given space meets rigorous criteria for pollutants, toxins, and contaminants, promoting a healthy and safe environment for occupants. Through comprehensive testing, monitoring, and compliance with established guidelines, the certification demonstrates a commitment to maintaining high indoor air quality standards, benefiting the well-being and comfort of individuals in various settings, such as offices, schools, and residences.
Website: https://www.scsglobalservices.com/services/indoor-air-quality-certification

Intertek's Clean Air Certification – Intertek's Clean Air program independently tests and certifies products to regulated sustainability initiatives including, but not limited to, BIFMA e3, California CDPH, LEED, and WELL. Accepted by USGBC for LEED v4 EQ Credit Low-Emitting Materials, our Clean Air certification program, (formally ETL Environmental VOC certification) utilizes our expert team of chemists and globally recognized ISO 17025 accredited labs to test your products for VOC emission compliance. Intertek's proprietary program provides two classes of certification, along with the use of the Intertek Clean Air label for product packaging and client marketing.
Website: https://www.intertek.com/certification/indoor-air-quality/

ASTM D4060 - Standard test method established by ASTM International that measures the abrasion resistance of organic coatings using the Taber Abraser. This test evaluates the coating's durability by subjecting it to controlled wear conditions, helping assess its performance and longevity in real-world applications.
Website: https://www.astm.org/d4060-19.html

Oeko-Tex Certification – OEKO-TEX® Standard 100 is a globally recognized certification that ensures textiles are tested for harmful substances and are safe for human health. Products with this certification meet strict criteria for chemicals, including pesticides, heavy metals, and formaldehyde, making them environmentally friendly and safe for consumers. This certification promotes sustainable and responsible textile production.
Website: https://www.oeko-tex.com/en/our-standards/oeko-tex-standard-100

Toxic Substances Control Act Compliant – The Toxic Substances Control Act (TSCA) is a U.S. law that regulates the manufacture, import, use, and disposal of chemical substances. It authorizes the EPA to review and restrict chemicals that pose unreasonable risks to human health or the environment. TSCA compliance ensures that companies adhere to safety standards, proper labeling, and reporting requirements for chemical products.
Website: https://www.epa.gov/laws-regulations/summary-toxic-substances-control-act

California Air Resources Board (CARB) Compliant – The California Air Resources Board (CARB) is responsible for protecting public health and the environment by regulating air quality standards in California. CARB compliance ensures that products meet strict emissions regulations, including limits on volatile organic compounds (VOCs) and formaldehyde in materials. Companies adhering to CARB standards demonstrate a commitment to reducing air pollution and promoting sustainability.
Website: https://ww2.arb.ca.gov/

ADA Compliance – The federal government—and other regulatory bodies—do not certify individual products as ADA compliant. Rather, accessibility and usability depend on how the product is applied, positioned, and integrated within the overall space. We offer many products that are thoughtfully designed to align with ADA guidelines, and we also provide layout solutions that support compliance with ADA egress requirements.



Furniture Recycling with Meteor + IRN

Meteor Education has partnered with The Institution Recycling Network (IRN) since 2012 to facilitate the recycling and repurposing of unwanted furniture from schools across the nation. Rather than disposing of items like furniture, electronics, office equipment, and other surplus materials, institutions can donate them to a school in need.

The network helps institutions find suitable recipients for their surplus items, ensuring they are reused or recycled in an environmentally responsible manner. This approach promotes resource conservation and reduces waste generation, benefiting both the environment and participating institutions.

Your unwanted furniture can continue to help educate children who otherwise would not have access to a desk or a chair. In addition, your school could secure additional LEED points. All this for about the same cost as hauling and dumping to a land fill.

As a turnkey service, IRN, in conjunction with Meteor Education, handles planning, arranges labor, finds matches/recipients, moves your surplus, and provides detailed tracking and reporting for projects.

Visit YouTube at: http://www.youtube.co m/watch?=zx42J08nfPI for a video that features Meteor Education (then known as Contrax Furnishings), IRN, and Food for the Poor. This video shows the donation of furniture to a needy school in Jamaica.

METEOR EDUCATION
accelerating engagement

+

IRN
THE REUSE NETWORK



Customer Service

Describe your company's Customer Service Department (hours of operation, how you resolve issues, number of service centers, etc.)

Meteor Education, LLC., Corporate headquarters' hours of operation are Monday – Friday from 8:00 a.m. – 5:00 p.m. EST. With employees and studios in Eastern, Central, Mountain and Pacific times zones, our local teams' standard business hours are Monday – Friday from 8:00 a.m. – 5:00 p.m. in their local time zone.

Below is a summary timeline of how we deal with service and warranty needs. If at any time an issue/problem needs to be escalated, a manager or executive will step in to make things right for our customer.

- Client or client's representative reports an issue that requires service or replacement through Meteor Connect or directly to their preferred Meteor representative (LES, PM, or NSM)
- Additional information may be requested from the client to generate a Service Request (SR)
- Once the SR is generated, it's automatically added to the Meteor Connect portal and sent to the manufacturer for processing. This will be visible to the client via their version of Meteor Connect.
- The Service Department will negotiate the delivery and terms of a replacement piece, part or complete unit based on the extent and severity of the damage. If a damaged product needs to be returned, the Service Department will make arrangements for pick-up of damaged item.
- New products will be delivered to the site and Meteor will provide installation services, if required. Or if product can be repaired, Meteor Project Manager will schedule a convenient time for the designated representative to complete the required service at the site where the damaged piece is present.
- The client will sign a Customer Service Request to acknowledge the completion of the agreed upon work and said document will be used to close the service request in Meteor Connect.

Meteor provides superior service to our customers. Our objective is to supply our customers with high quality products built to stand the test of time within their budget. In addition to high quality products, our standard of excellence includes thorough sales and project management processes, professional installation and full warranty service. Following these processes helps prevent many problems before they start.

We only partner with the finest manufacturing, trucking, and installation companies. Our thorough processes are filled with checks and balances to ensure the highest quality is achieved during the manufacturing, delivery, installation and punch list resolution. Some of our procedures that ensure quality are summarized below.

- **Initial Client Interviews** – This helps us to determine client's needs and wants which allows us to better serve the client.
- **Reviews of Layouts, Specifications and Color Selections** – Reviewing product selections puts entire project team on the same page and eliminates miscommunication. Final approval must be received from customer prior to moving forward.
- **Review of Quote** – Meteor and customer team members will review each line item for accuracy prior to ordering. In addition, Meteor will confirm each line item with manufacturer prior to final shipment.
- **Purchase Order Verification** – Any missing information or discrepancies found are verified in writing with the client for clarity. Formal quote will be provided, and final approval must be received from customer prior to moving forward.
- **Weekly Communication & Project Meetings** – This ensures that any potential issues are caught and the proper revisions to the plans are made. Project managers will oversee delivery and installation of your project from start to finish. They will use Meteor Connect, as well as phone, email and in-person communication to ensure customer has the most up-to-date information.
- **Site Visits & Field Measurements** – Site visits allows for familiarity with jobsite and field measurements ensure that desired furniture will fit within room.
- **Delivery & Installation Lists** – The lists we utilize allow for the orderly receipt and delivery of all items to their specific locations with the greatest efficiency. These lists are reviewed by project management throughout the delivery and installation to ensure adequate progress and identify any issues that may arise during the distribution process.
- **Final Project Walkthrough/Delivery Acceptance** – Meteor personnel will walk rooms with client to ensure all products were delivered and installed as desired.
- **Service after Delivery/Punch List** – Meteor utilizes a comprehensive system for follow-up and response once the initial installation is completed though the Meteor Connect online project management system. All punch-list items are tracked by work order to their completion.

Regarding the number of service centers, our proposal includes a list of our office locations; however, it's important to note that we have a nationwide team of over 340 employees, supported by an extensive network of third-party installation partners. All service needs will be handled by the local studio team, and when service is required, it is typically performed onsite by local personnel.

Financial Stability

Meteor Education takes pride in our financial strength. Since our national expansion in 2008 we've been on a growth trajectory. This growth has led us to great opportunities including more resources to refine our processes and the opportunity to work with private equity partners. In addition, we also have strong relationships with our banking and bonding firms. We've included letters from those institutions which further emphasize our financial strength. Additional information regarding our financial strength is available upon request.

At Meteor Education, we have journeyed together from the origins of our company in 1967, to the beginning of Contrax Furnishings, to an era of significant growth and impact under the brand of Meteor Education. All along the way we have seen more Meteorites join with the shared goal of impacting the lives of more students positively. We have chosen to be a part of changing the learning experiences by delivering on High Impact Learning Environments, Accelerated Engagement, and ProSocial Learning Experiences through our values of Going the Extra Mile, Innovation, Co-Creative Voice, always Learning as an organization, and traveling in One Boat as a team. Going to market through our local studio presence, supported by a strong backbone of support services, we have been able to adapt our local strategy and support our customers specifically and with deepening connection.

At the end of 2022, we established our new partnership with Bain Capital Double Impact (BCDI) to drive Meteor's influence and impact to the next level. The fulfilment of our Meteor Manifesto requires a very broad group of stakeholders working together to deliver on our mission. This certainly includes investment in both our core business as well as new vectors of opportunity to make an impact as education continues to change.

About Bain Capital Double Impact

Bain Capital Double Impact (BCDI) is focused on investing in mission-minded companies that impact communities and the environment positively and provides Meteor additional opportunities to expound upon our great work to reach more students.

BCDI comes to Meteor with vast investment experience as part of a larger network of the funds of Bain Capital, a global leader and one of the most respected brands in private equity. Their approach to building mission-driven, high-performance companies is a perfect complement to the Meteor culture. Their goals align directly with our emphasis on being profitable while delivering on ProSocial Learning Environments and Experiences.

BCDI focuses on three investment areas, Health and Wellness, Education and Workforce Development, and Sustainability. Their experience and success in each of these areas offers Meteor new resources plus a strong collaborative partnership in our future growth in the education market.

METEOR EDUCATION



Process Timeline

Outline the process timeline for product pickup, delivery and any other applicable capabilities not already addressed.

The timeline for product pickup, delivery, and overall project execution varies based on several factors, including the supplier, product availability, pickup location, and final delivery site. Standard lead times typically range from 1 to 16 weeks, depending on the manufacturer and product type. We work closely with our suppliers and logistics partners to coordinate timely deliveries and provide project-specific lead time estimates.

Project timelines are influenced by the size and scope of each project. While we do not have a universal timeline, we collaborate with clients to align with their schedules and deadlines, prioritizing efficient planning, coordination, and execution.

The pricing matrices included in this proposal outline all products, services, and associated delivery details.



Describe the capacity of your company to provide management reports, i.e. consolidated billing by location, time and attendance reports, etc. for each eligible agency

Our company has the capability to provide comprehensive management reports tailored to your needs. While we do not typically offer time and attendance reports unless specifically required for a project—such as for prevailing wage compliance—should such reports be needed, we can coordinate with our installers to ensure the necessary documentation is provided in the most effective format.

We are fully capable of delivering consolidated billing reports by location, as well as any other reporting format required. As a current Region 10/Equalis contract holder, we are well-versed in all necessary reporting requirements and can customize our reports to meet specific customer needs.

Our team is committed to providing timely, accurate, and detailed reports to support your agency's objectives.



History & Growth Timeline

With a parent company established in 1967, Meteor Education is a Limited Liability Company with headquarters in Gainesville, Florida.

- 1967 – JR Office Furniture and Equipment Co. was established by Gary Junior as a reseller of used office furniture from offices in New York, NY. Within a few years, the company was also selling new office furniture.
- Early 1980s – JR Office Furniture expanded its product lines to include office supplies and also opened multiple locations.
- 1987 – Florida changed its state government and agency purchasing rules from a bid system to a more open buying system by use of "piggybacking" on existing contracts. This was an important development to the original formation of Contrax Furnishings (JR Office Furniture d.b.a. Contrax Furnishings), as the new business unit began selling to educational institutions, primarily in casework and some loose furnishings.
- By 1992 – JR Office refocused almost exclusively on contract selling through Contrax Furnishings division. The first full turnkey project was completed in 1993. Since then, we have continually grown.
- 2001 – Contrax Furnishings Inc. established.
- 2008 – Contrax Group, LLC established as a subsidiary of Contrax Furnishings, Inc. and began to offer products and services in over 25 states.
- 2010 – Contrax Furnishings, Inc. converted to Contrax Furnishings, LLC.
- 2016 – Contrax Group, LLC rebranded to Meteor Education, LLC to have a name that better encompassed all our service offerings. Tax ID and ownership remained the same.
- 2021 – Meteor Education, LLC acquired Premier F+E, a regional dealership covering Iowa, Minnesota, Wisconsin, North Dakota, and South Dakota.
- 2022 - Meteor Education, LLC acquired Worthington Contract Furniture, a Texas dealership based in Austin. Meteor Education, LLC acquired Blankenship Associates, Inc., a North Carolina dealership based in Raleigh.



Experience & Qualifications of Key Employees

Please provide contact information and resumes for the person(s) who will be responsible for the following areas. Region 10 requests contacts to cover the following:

* Executive Support
* Account Manager
* Contract Manager
* Marketing
* Billing, reporting & Accounts Payable

The following members of the Meteor Education team will play crucial roles in the Region 10 ESC RFP #R10-1176 for Furniture and Storage Related Products and Services, bringing extensive experience from similar projects. It is important to note that each team member is assigned a limited number of projects at a given time. This practice ensures that your team will have ample time and resources to fully focus on delivering ProSocial Learning Environments and Experiences that align with your instructional goals, thereby maximizing the return on your project investment.

Furthermore, in addition to the local team, Meteor Education employs over 340 dedicated full-time professionals across various departments. These include experts in interior design, bidding, contracts, quoting, logistics, installation, project management, sales, educational instruction, professional development, finance, strategic sourcing, marketing, as well as customer service.

Executive Support - Sean Farley, Executive Vice President, Supply Chain
P: 800-699-7516
E: sfarley@meteoreducation.com

METEOR EDUCATION

Account Manager – Jordan Lockhart, Managing Director
P: 817-360-3426
E: jlockhart@meteoreducation.com

Contract Manager - Lanie Hart, Bids & Contracts Manager
P: 352-871-6816
E: lhart@meteoreducation.com

Marketing - Chelsea Adicks, Director of Brand & Communications
P: 352-301-2168
E: cadicks@meteoreducation.com

Billing, Reporting & Accounts Payable - Beth Barnett, Director of Billing & Collections
P: 352-416-1302
E: bbarnett@meteoreducation.com

Resumes are provided via the following pages.



Sean Farley

Executive Vice President
Supply Chain



sfarley@meteoreducation.com
404-797-8883
meteoreducation.com
1.800.699.7516

OBJECTIVE

Experience supply chain executive with over 10 years of leadership in strategic sourcing, operations, and financial performance. Proven ability to lead cross-functional teams, implement cost-saving initiatives, and optimize processes through data-driven decision making. Recognized for delivering strong results, developing people, and aligning supply chain strategies with organizational goals.

METEOR HIGHLIGHTS

- Achieved $2.2M in supplier rebates and discounts in 2024 through strategic collaboration
- Secured $303k in cost savings by restructuring supplier program
- Led ERP system upgrade, enhancing data management and purchasing operations

EXPERIENCE & CAREER HIGHLIGHTS

Executive Vice President

Meteor Education • Atlanta, GA • 2004 – Present

Lead strategic sourcing, purchasing, and product catalog management. Oversee a team of 20+ professionals. Improved operational efficiency and supplier alignment while driving major cost-saving initiatives and system upgrades.

Vice President, Supply Chair Operations & Technology

Liberty Furniture Industries • Atlanta, GA • 2022 – 2024

Managed operations, supply chain, and IT for three facilities. Delivered $1.2M + in annual savings and implemented enterprise-wide warehouse management systems, boosting labor efficiency and logistics performance.

EDUCATION

MBA, Business Administration
Georgia State University

B.S., Electrical Engineering Technology
Georgia Southern University

Certifications

Certified Supply Chain Professional (ASCM)

Lean Six Sigma Black Belt (BMG University)

SKILLS & STRENGTHS

- Strategic Sourcing
- Leadership & Team Development
- Supply Chain Operations
- ERFP Systems
- Lean Six Sigma
- Inventory Management

METEOR EDUCATION
accelerating engagement

Jordan Lockhart

Managing Director



jlockhart@meteoreducation.com
817-360-3426
meteoreducation.com
1.800.699.7516

OBJECTIVE

My commitment to innovation, industry expertise, and longstanding dedication to fostering excellence positions me as a seasoned leader prepared to navigate the challenges and opportunities in the evolving landscape of educational furniture solutions.

METEOR HIGHLIGHTS

I bring a high level of experience to the Meteor team, ensuring we have a great overall relationship with the customer.

- Employee number 1 for Texas/Oklahoma Territory in 2008
- Increase sales from $4M in 2008 to $45M in 2023
- Sold over $4M of new customer acquisitions in 2020 and 2021

EXPERIENCE & CAREER HIGHLIGHTS

Managing Director

Meteor Education • Keller, TX • 2008 – Present

As the Managing Director, my primary responsibilities involve overseeing the strategic direction and day-to-day operations of the company. I am tasked with making high-level decisions, implementing policies, and ensuring that our business objectives align with our mission and vision. My success in this role has been evident through effective leadership, fostering a collaborative work environment, and implementing innovative strategies that have contributed to increased efficiency, growth in market share, and enhanced overall performance for the company.

EDUCATION

Secondary Education & Minor in History /PE
Sam Houston State University

1993

SKILLS & STRENGTHS

- Team Building
- Strengthening Partnerships
- Execution
- Servant Leadership
- Collaboration
- Customer Service

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Chelsea Adicks

Director of Brand & Communications



cadicks@meteoreducation.com
352.301.2168
meteoreducation.com
1.800.699.7516

OBJECTIVE

Chelsea Adicks helps to spread Meteor Education's mission and brand promise to the market by leading collateral development, graphic design, visual identity, communications, and tradeshow and event strategy.

METEOR HIGHLIGHTS

Chelsea has played a key role in many projects over her tenure at Meteor, including leading the rebrand of Contrax Furnishings to Meteor Education, as well as overseeing all print and digital collateral development. As the first on-staff marketing hire, Chelsea has helped to build the Meteor brand for over a decade, including producing several print catalogs, website redesigns, local and national tradeshows, and countless collateral design projects. She has been involved in three collaborative book projects as a Meteor representative (*Humanizing the Education Machine*, *The Healthy Workplace Nudge*, and *Whole: What Teachers Need to Help Students Thrive*). She has a passion for wellbeing and team culture and is certified in CoreClarity® strengths-based facilitation.

EXPERIENCE & CAREER HIGHLIGHTS

Director of Brand & Communications

Meteor Education • FL • 2024 - Present

Leads the creative team on all branding, graphic design, and corporate communications activities. Leads our event and tradeshow marketing, social media strategy, and email campaigns.

Director of Marketing

Meteor Education • FL • Date - Date

Led the rebrand from Contrax Furnishings to Meteor Education. Produced all corporate brand collateral. Developed a tradeshow and event support structure for local studio teams.

EDUCATION

B.S. in Advertising, English Minor
University of Florida
2014

President of ODK Honor's Society, University of Florida Chapter

EDmarket NexGen Award Recipient
2023

SKILLS & STRENGTHS

- Branding
- Corporate Communications
- Creative Direction
- CoreClarity® Facilitation
- Event Marketing
- Digital Marketing

METEOR EDUCATION
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Lanie Hart

Contracts Manager



lhart@meteoreducation.com
bids@meteoreducation.com
352-871-6816
meteoreducation.com
1.800.699.7516

OBJECTIVE

Results-driven. Adept at drafting, reviewing, and managing contracts.

METEOR HIGHLIGHTS

2020 Excellence Award noting my commitment, dedication and pursuit of excellence.
2021 Going the Extra Mile Award in recognition of my outstanding example and embodiment of company's shared value of going the extra mile.

EXPERIENCE & CAREER HIGHLIGHTS

Contract Manager

Meteor Education, LLC • Florida • 2017- Present

With over 25 years of experience in construction law, civil litigation, contracts, risk management, and compliance, I bring a deep understanding of legal and operational frameworks. My expertise in contract administration, lifecycle management, and stakeholder/client relations consistently drives organizational efficiency and reduces risk across all levels.

SKILLS & STRENGTHS

- Detail-Oriented: Strong ability to analyze complex contractual terms and ensure compliance.
- Communication & Leadership: Ability to coordinate cross-functional teams and communicate legal complexities in simple terms.
- Problem-Solving: Skilled in resolving contract disputes efficiently and minimizing risks.
- Time Management: Effectively manages multiple contracts and deadlines with a high level of accuracy.

METEOR EDUCATION
accelerating engagement

Beth Barnett

Director of Billing & Collections



bbarnett@meteoreducation.com
352-416-1302
meteoreducation.com
1.800.699.7516

OBJECTIVE

Resolutions Expert with Strong Accounting and Management background; as well as Sales, Insurance and Education experience. In my roles at Meteor, it has been my goal to enhance processes and create efficiency gains, while focusing on effectiveness and accuracy. Performing internal audits in my area have proven to assist in my Team's ability and in the Company's ability to strive for Flawless Execution.

METEOR HIGHLIGHTS

2022 Received an Award for exhibiting company value: Co-Creative Voice
2021 Received an Award for exhibiting company value: Leaner
2019 Received the Excellence Award
2019 Recognized for being part of the Magnificent 7 (acquisitions team)
2016 Chairman's Circle attendee for Overall Exceptional Performance
2016 Received the Excellence Award – Consistent exhibitor of company Core Values
2014 Chairman's Circle attendee for Overall Exceptional Performance
2013 Received the Game Changer award for elevating the company's financial position through Collections

EXPERIENCE & CAREER HIGHLIGHTS

Director of Billing & Collections

Meteor Education • Florida • June 2019 - Present

Focus: Process improvements and increasing efficiency and effectiveness of operations in these functional areas. Collaboration with our Systems Development teams to enhance our systems for elevated utilization and automation of reporting.

Sr. Accountant

Meteor Education • Florida • February 2019 – June 2019

Manages all accounting for the Educational Services branch of the business, performs internal auditing reviews, and supports month-end close activities.

EDUCATION

MBA - Accounting
Saint Leo University
2013

BA - Management
Saint Leo University
2000

AS – Office Systems Technology
Central Florida Community College
1994

SKILLS & STRENGTHS

- Financial Accounting & Reporting
- Revenue Recognition
- Cash Management
- Account Reconciliations
- Accounts Receivable
- Cost Accounting
- Monthly Close
- General Ledger
- Accounts Payable
- Customer Service
- Microsoft Office Tools
- Excel – Formulas and Pivots
- Internal Audits
- Bank Reporting – Daily Collateral

METEOR EDUCATION
accelerating engagement



Strategy to Increase Market Share

What is your strategy to increase market share in the public sector?

Meteor Education's growth strategy in the public sector is driven by local market immersion, relationship-building, and strategic expansion. With nearly all current operations in the public sector, our nationwide sales and project management teams ensure that every project is supported by a dedicated local team. Additionally, our quoting and design teams are regionally assigned, allowing for a deeper understanding of customer needs and market dynamics.

As demand increases across the U.S., we will expand our sales force as needed to support new opportunities. For projects in Hawaii, Alaska, U.S. Territories, or outlying areas, freight and installation will be quoted separately to ensure accurate pricing and logistics planning.

By maintaining a strong local presence, fostering customer relationships, and strategically expanding into new markets, Meteor Education is well-positioned to continue growing its market share in the public sector while delivering exceptional service and tailored solutions.



Marketing Plan & Promoting Contract

Detail how your organization plans to market and promote this contract upon award, including how this contract will fit into your organization's current go-to-market strategy in the public sector.

Upon award of this contract, our organization has a structured plan to market and promote it, aligning with our current go-to-market strategy in the public sector.

External Plan:

- **First Month After Award:**
  - Input contract details into our internal quoting system to ensure smooth processing.
  - Begin designing and preparing marketing materials.
  - Create and distribute a co-branded press release to announce the award.
  - Announce the contract award on our social media channels to increase visibility.
  - Add contract details and contact information to our company website for easy reference.
- **Second Month After Award:**
  - Finalize and publish marketing materials, ensuring all messaging is consistent and targeted.
- **Third Month After Award:**
  - Distribute marketing materials through our sales team to drive awareness and engagement.
  - Our Sales Enablement department will execute an email blast and mail campaign to inform all existing clients about the new contract.
  - Ensure current clients are informed of the updates and changes in the new contract.
  - Continue ongoing marketing and promotion throughout the term of the contract, including case studies, collateral pieces, presentations, and other materials to maintain awareness and generate leads.



Marketing Plan – Training Sales Force & Customer Service

Detail how your organization will train your sales force and customer service representatives on this contract to ensure that they can competently and consistently present the contract to public agency customers and answer any questions they might have concerning it.

To ensure our sales force and customer service representatives can competently and consistently present the new contract to public agency customers, we have developed a comprehensive training plan.

Internal Plan:

- **First Month After Award:**
  - Executive leadership will provide endorsement and sponsorship of the contract, positioning it as a key component of our public sector go-to-market strategy within the first 10 days.
  - Contract details will be input into our internal quoting system to streamline processes.
  - We will create training materials that emphasize key features of the contract, including information on the solicitation process and details on the range of public agencies eligible to utilize the contract.
- **Second Month After Award:**
  - We will educate the executive sales and quoting teams on all contract details to ensure they have a comprehensive understanding.
  - Finalize contract details in the internal quoting system.
  - Run test quotes in the system to ensure smooth functionality and proficiency.
- **Third Month After Award:**
  - The sales and quoting teams will undergo two one-hour webinar training sessions to review key contract details.

    - We will provide internal resources to ensure success in selling the contract, including contract marketing materials, contact information for the Equalis/Region 10 ESC representative, and internal support for any questions.
- **90+ Days After Award:**
    - Continuing education will be provided to keep the team updated on any changes or new features.
    - We will evaluate the sales performance related to the contract and develop an action plan if needed to drive further sales.

Meteor currently holds a Region 10/Equalis contract. Our sales and quoting team are well versed in the applications and benefits of the current Region10/Equalis contract, and our purchasing team is knowledgeable in the reporting requirements. We will develop training materials to emphasize key features of the new contract. At a minimum, all sales team and support staff personnel will go through 2 one-hour webinar training sessions to review pertinent contract details. They will also be given resources to ensure their success in selling off this contract. These resources will include internal support with the contract, contact information of Equalis/Region 10 ESC representative, and contract marketing material.



Sales & Quote Generation to the Equalis Contract

Define the specific, step-by-step process for your sales and/or quote generation team to tie a quote, proposal, invoice, and/or purchase order to the Equalis cooperative contract in you Customer Relationship Management ("CRM"), sales system, or Enterprise Resource Planning ("ERP") system. Include any individuals and/or teams involved in this process.

Meteor Education's quote-to-invoice process is fully integrated within Salesforce and NetSuite, ensuring a seamless and accurate connection to the Equalis cooperative contract throughout the project lifecycle, from quoting to final billing and reporting.

Step-by-Step Process:

1. **Contract Setup:** Upon contract award, the System Support Team imports all contract details into Salesforce, ensuring accuracy in pricing, terms, and compliance requirements.
2. **Quote Generation:** When an opportunity or quote is identified as an Equalis project, it is tagged accordingly in Salesforce, allowing for consistent tracking and reference.
3. **Proposal & Purchase Order Alignment:** Throughout the project, all related documents—including quotes, proposals, invoices, and purchase orders—are tied to the Equalis contract to maintain accuracy and compliance.
4. **Project Execution & Coordination:** Sales, Project Coordination (Quoting), Purchasing, and Finance/Billing Teams collaborate within Salesforce and NetSuite ensuring smooth order processing and contract fulfillment.
5. **Final Billing & Reporting:** As a previous Equalis contract holder, Meteor Education is well-versed in all contract requirements for quoting, billing, and reporting. Our automated reporting system ensures compliance and timely submission of sales data.

With all teams having access to Salesforce, this process provides real-time visibility, accuracy, and efficiency, ensuring seamless contract execution and compliance with Equalis requirements.

METEOR EDUCATION



Commitment to Supporting Agencies

If awarded a contract, how would you approach agencies in regards to this contract? Please indicate how this would work for both new customers to your organization, as well as existing.

If awarded this contract, we would continue to position it as one of our premier contract vehicles, just as we do with our current Region 10/Equalis contract. Our standard practice is to lead with our strongest cooperative contracts when working with both new and existing clients. We do not offer deeper discounts on other discount-off-catalog contracts, and in most cases, we offer lower discounts to ensure that Equalis remains the most competitive and attractive option.

For new customers, we take the opportunity to educate them on our available contract options and emphasize the benefits of purchasing through Equalis. These conversations typically happen during the quoting process, where we explain how Equalis ensures competitive pricing, compliance, and ease of procurement.

For existing clients, many already have preferred contract vehicles in place. While we continue to encourage the use of Equalis, we ultimately respect the purchasing requirements and preferences of each district. In some cases, our manufacturers hold direct contracts (e.g., South Carolina State Contract), or the client may choose to use their own local, regional, or state-specific contracts. Additionally, some transactions fall below bid thresholds and do not require a contract at all.

That said, we are currently seeing significant sales volume through our Region 10/Equalis contract and will continue to promote its use both internally and externally. As outlined in our marketing plan, we are committed to driving contract awareness and usage through targeted outreach, internal training, and client education.



Sales Representatives

Provide the number of sales representatives which will work on this contract and where the sales representatives are located.

The following is a listing of Meteor's Sales Team with their locations. Please note that many of our team members travel throughout the nation to cover our clients' needs.

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: November 18, 2025

Agenda Item #:5

Agenda Item: Purchase of Chevrolet 2500HD 4WD Crew Cab for the Building Facilities Division

Executive Summary: The Fleet Division advertised the procurement through Planetbids on October 08, 2025. Thirty- one vendors were notified. On October 22, 2025, the city received three bids Champion Chevrolet of Reno, Nevada was low bid in the amount of $63,400.80. This vehicle is vital to the operations for the Facility Maintenance Division.

Requested Action / Suggested Motions: Pass a Motion authorizing the City Manager to purchase: One (1) Chevrolet 2500 HD in the amount of $63,400.80.

Responsible Staff Member: John Dickinson, Interim Director of Public Works, and Phil Harwood, Maintenance Manager

Reviewed and Approved By: Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

Attachments:

01-Staff- Purchase Vehicle
02- Chevrolet 2500 invoice.pdf
03- BidSummary Chevy 2500.pdf

City of South Lake Tahoe
Report to **City Council**

Meeting Date: November 18, 2025

Title: Purchase of Chevrolet 2500HD 4WD Crew Cab for the Building Maintenance Division

Location: Citywide

Responsible Staff Member: John Dickison, Interim Director of Public Work – (530) 542-6031
Phil Harwood, Fleet Manager – (530) 542-6086

Background: The Building Maintenance Division has a need to replace 2001 Dodge Ram. The recommended unit is a 2026 Chevrolet 2500HD vehicle. This item was presented with the FY 25-26 Budget request and was approved by the City Council on August 26, 2025.

Issue and Discussion:
The Fleet Division advertised the procurement through Planetbids on October 08, 2025. Thirty-one vendors were notified. On October 22, 2025, the city received three bids Champion Chevrolet of Reno, Nevada was low bid. See Attachment 01. The Financial Implications section below outlines the purchase cost and funding source.

Financial Implications: The proposed Chevrolet 2500HD truck will be purchased from Champion Chevrolet of Reno, NV for $63,400.80. See Attachment 01. Funding for the purchase of the Chevrolet truck will be through Vehicle Replacement Account 210-03010-46130 (Vehicles) that was allocated with the amount of $63,400.80 in FY 2025/26 adopted budget.

Environmental Considerations: This purchase is not a “project” subject to review under the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15378(b)(2) (continuing administrative or maintenance activities, such as purchases for supplies). The proposed truck meets the California Clean Fleet regulations.

Policy Implications: The purchase of the Chevrolet 2500HD truck will improve Building Maintenance operations.

EV Charging Options: The fleet manager reached out to California HVIP and there are no EV Chevrolet 2500HD 4x4 at this time.

CUST# 221019 DEAL# 638962

RETAIL ORDER FOR A MOTOR VEHICLE

10/28/2025
DATE

TO CHAMPION CHEVROLET
800 KIETZKE LANE RENO, NV 89502
(775)786 3111

KYLE M OUTLAND
SALESMAN'S NAME

CITY OF SOUTH LAKE TAHOE
PURCHASERS NAME
1700 D ST
STREET ADDRESS
S LAKE TAHOE CA 96150-6227
CITY STATE
530-542-6085 530-542-6087
RES PHONE BUS PHONE

PLEASE ENTER MY ORDER FOR THE FOLLOWING ☒ NEW ☐ CAR ☐ USED ☒ TRUCK YEAR 2026 MAKE CHEVROLET

MODEL OR SERIES SIL 2500 4WD BODY TYPE PU COLOR WHITE MVI OR SERIAL NO.

TO BE DELIVERED ON OR ABOU 28th October 20 25 STOCK NO.

CASH DELIVERED PRICE OR UNIT	$	58292.00	
ACCESSORIES (DEALER INSTALLED)	$	N	A
N/A		N	A
N/A		N	A
SERVICE BODY/RACK/TOW PACK INCL			
N/A		N	A
N/A		N	A
N/A		N	A
N/A PAY FROM THIS		N	A
N/A INVOICE		N	A
N/A		N	A
N/A		N	A
N/A		N	A
CASH SALE PRICE OF DESCRIBED VEHICLE	$	58292.00	
DOCUMENTARY FEE (NOT A GOVERNMENT FEE)	$	N	A
(NEVADA) ETITLE FEE		N	A
STATE AND LOCAL TAXES		5100.55	
NEVADA TITLE FEE OR OUT OF STATE SPECIAL DRIVE-A-WAY PERMIT		8.25	
1. TOTAL PRICE OF UNIT	$	63400.80	
2. DOWN PAYMENT: consisting of $ N/A in cash and/or $ N/A net trade-in allowance on trade-in; and $ N/A tax credit from trade-in. See statement in right hand column for details.	$	N	A
3. UNPAID CASH BALANCE DUE ON DELIVERY (difference between items 1 and 2)	$	63400.80	

USED CAR TRADE-IN AND/OR OTHER CREDITS

MAKE OF TRADE-IN N/A
YEAR N/A MODEL N/A BODY N/A
MVI OR SERIAL NO. N/A
BALANCE OWED TO N/A
ADDRESS N/A

USED CAR TRADE-IN #2

MAKE OF TRADE-IN N/A
YEAR N/A MODEL N/A BODY N/A
MVI OR SERIAL NO. N/A
BALANCE OWED TO N/A
ADDRESS N/A

USED TRADE-IN ALLOWANCE(S)	$	N	A
BALANCE OWED ON TRADE-IN(S)		N	A
NET ALLOWANCE ON USED TRADE-IN	$	N	A
TAX CREDIT DUE FROM TRADE-IN (NEVADA)		N	A
DEPOSIT OR CREDIT BALANCE		N	A
FACTORY REBATE		N	A
DOWN PAYMENT (Trans. to Left Col.)	$	N	A

TRADE-IN
BUYER AGREES THAT SHOULD PAYOFF ON TRADE-IN EXCEED THE ESTIMATED PAYOFF OR SHOULD A LENDER MISQUOTE THE PAYOFF, THE BUYER WILL ASSUME ALL LIABILITY FOR EXCESS THEREOF:

This motor vehicle is sold as is without any warranty either expressed or implied , the purchaser will bear the entire expense of repairing or correcting any defects that presently exist or that may occur in the vehicle.

X _____

THIS TRANSACTION SUBJECT TO CREDIT APPROVAL BY A CONSUMER LENDING INSTITUTION, OTHER THAN CHAMPION CHEVROLET.

Purchaser agrees that this Order includes all of the terms and conditions on both the face and reverse side hereof. That this Order cancels and supersedes any prior agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby. Further, THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE. Purchaser, by his execution of this Order, acknowledges that he has read its terms and conditions and has received a true copy of this Order.
The purchaser guarantees to the dealer that the vehicle(s) being purchased, or leased, are intended for principal use in the United States. If the purchaser exports any vehicle purchased for principal use in a foreign country, then the purchaser will be liable to the dealer for any and all damages, and penalties, that the dealer may Incur because of purchaser's actions,

10/28/2025
PURCHASER'S SIGNATURE DATE

ACCEPTED BY: _____
DEALER OR HIS AUTHORIZED REPRESENTATIVE

Bid Detail

Project Title	Purchase of 2026 Chevrolet Silverado 2500HD
Invitation #	10-08-2025
Bid Posting Date	10/08/2025 11:35 AM (PDT)
Project Stage	Closed
Bid Due Date	10/22/2025 7:00 AM (PDT)
Response Format	Electronic only
Link to Project	https://vendors.planetbids.com/portal/14997/bo/bo-detail/134561
Reference ID	2025-08-10
Project Type	RFQ (Request for Quote)
Response Types	Line Items
Type of Award	Lump Sum
Categories	336112 - Light Truck and Utility Vehicle Manufacturing 423110 - Automobile and Other Motor Vehicle Merchant Wholesalers 441110 - New Car Dealers 441229 - All Other Motor Vehicle Dealers
License Requirements	
Restriction	None
Restricted To	
Department	Public Works
Address	1700 D Street South Lake Tahoe, California 96150
County	El Dorado
Bid Valid	
Liquidated Damages	
Target Bid Amount	
Estimated Bid Value	
Start/Delivery Date	
Project Duration	
Prevailing Wage	No
Cooperative Bid	No
Piggy-backable	No
eBid Notes	

Pre-Bid Meeting Information

Pre-Bid Meeting	No

Online Q&A

Online Q&A	Yes
Q&A Deadline	10/17/2025 10:31 AM (PDT)

Contact Information

Contact Info	Phil Harwood 530-542-6086 pharwood@cityofslt.us
Bids to Owner's Agent	

Description

Scope of Services
Other Details
Notes
Special Notices
Local Programs & Policies

Documents

File Title	File Name	Status
Chevrolet 2500HD Spec	2026 Chevy Silverado 2500 Double Cab - SLT.pdf	On Server
Harbor Utility Body Spec	Harbor body spec.pdf	On Server

Download Cost $0.00

Line Items

Item #	Item Code	Section	Type	Description	UOM	Qty	Reference	MFR	Model #	Brand Req	Brand	Delivery Loc
1		Section 1		Chevrolet Silverado 2500HD 4WD Double cab 162"	EA	1		Chevrolet	Silverado			
2		Section 2		8ft Harbor Utility body installed see spec sheet.	EA	1		Harbor				
3		Section 3		Sales Tax 8.75% to be added to bid	EA	1						
4		Section 4		Delivery to South Lake Tahoe 96150	EA	1						

Vendor Notification

Agency Notifications `39 City of South Lake Tahoe vendors notified`

10/08/2025 11:35 AM (PDT) 26 vendors notified

using Criteria **Category:**
336112 - Light Truck and Utility Vehicle Manufacturing
423110 - Automobile and Other Motor Vehicle Merchant Wholesalers
441110 - New Car Dealers
441229 - All Other Motor Vehicle Dealers

Country: United States
State: California

Bar None Auction (241542)
2440 Gold River Road, Suite 200
Rancho Cordova, California 95670
United States
Contact: Jennifer Spradlin
Phone: 916-265-2488
Fax: 916-638-8961
Email: jspradlin@barnoneauction.com

BOB WONDRIES MOTORS (73202)
400 S. Atlantic Blvd.
Alhambra, California 91801
United States
Contact: Yesenia Covarrubias
Phone: 626-457-5590 **ext.**
Fax: 626-457-5593
Email: wondriesfleetbids@gmail.com

CDCE INC (72334)
22641 OLD CANAL ROAD
YORBA LINDA, California 92887
United States
Contact: BRIAN SOLOMON
Phone: 714-282-8881 **ext.** 225
Fax: --
Email: BSOLOMON@CDCE.COM
WBE

CHAMPION CHEVROLET (1473227)
800 KIETZKE LANE
RENO, California 89502
United States
Contact: KYLE OUTLAND
Phone: 775-334-6525
Fax:
Email: koutland@championchev.com

Coaling Motors / Lasher Dodge (141854)
625 E Elm St
Coalinga, California 93210-1514
United States
Contact: Bill Kemery
Phone: 916-429-4700
Fax: 916-421-0149
Email: billk@lasherauto.com

Courtesy Chevrolet Center (1657594)
750 Camino Del Rio North
san Diego, California 92108
United States
Contact: Javier Botero
Phone: 619-297-4321
Fax:
Email: jbotero@courtesysd.com

Elk Grove Auto (1519310)
8575 Laguna Grove Drive
Elk Grove, California 95757
United States
Contact: Jerry Powers
Phone: 916-426-5752
Fax:
Email: Dodge@lasherauto.com

EVCS (1386233)
11800 Clark Street
Arcadia, California 91006
United States
Contact: Melissa Lowry
Phone: 866-300-3827
Fax:
Email: grants@evcs.com

Fairfield Chevrolet (1550755)
2501 Martin Rd
Fairfield, California 94534
United States

Contact: Marco Oropeza
Phone: 707-249-2315
Fax:
Email: fleet@fairfieldchevrolet.net

Fremont Chevrolet (1470937)
5850 Cushing pkwy
Fremont, California 94538
United States

Contact: Nelson Huntley
Phone: 707-494-4480
Fax:
Email: Nelson.huntley@cacargroup.com

Fresno Truck Center (72545)
100 Opportunity Street
Sacramento, California 95838
United States

Contact: Dean Needham
Phone: 916-286-2013 **ext.**
Fax: 916-286-2085
Email: dneedham@sacramentotruck.com

Future CDJR of Concord (1267690)
2121 Diamond blvd
Concord, California 94520
United States

Contact: Ramin Bateni
Phone: 925-822-8650
Fax:
Email: rbateni@futurecdjr.com

Greenkraft Inc (597590)
2530 South Birch Street
Santa Ana, California 92707
United States

Contact: Sosi Bardakjian
Phone: 714-545-7777 **ext.** 222
Fax:
Email: sosi@greenkraftinc.com

Greenwood Chevrolet (1274747)
270 San Felipe Rd.
Hollister, California 95023
United States

Contact: Chris Greenwood
Phone: 831-637-5328
Fax:
Email: chris.greenwood@greenwoodmotors.com

Jack Doheny Supplies, Inc. (72655)
1700 Verne Roberts Circle
Antioch, California 94509
United States

Contact: MARK PADUVERIS
Phone: 925-777-0944
Fax: 925-777-0945
Email: markpaduveris@dohenysupplies.com

Pacific Material Handling Solutions, INC (72845)
8111 Fruitridge Rd.
Sacramento , California 95826
United States

Contact: Pete Thomas
Phone: 916-381-4000 **ext.**
Fax: 916-381-5217
Email: pthomas@pmhsi.com

PREMIER CDJR OF BUENA PARK (1620720)
7301 artesia blvd
buena park, California 90621
United States

Contact: Patrick Graham
Phone: 714-606-6691
Fax:
Email: PGRAHAM@PREMIERCDJRBUENAPARK.COM

Sacramento CDJR LLC (1624408)
3610 Fulton Ave
Sacramento, California 95828
United States

Contact: Shanna Fairbanks
Phone: 916-975-9977 **ext.** 1889
Fax:
Email: shannaf@cdjrsacramento.com

WBE

Selman Chevrolet (1322679)
1800 E Chapman Ave
Orange, California 92867
United States

Contact: Mike Bradley
Phone: 949-836-8437
Fax:
Email: mikebradley@selmanchevy.com

SF Moto (1069800)
275 8th. Street
San Francisco, California 94103-3924
United States

Contact: Eric Halladay
Phone: 415-861-6100 **ext.** 285
Fax: 415-861-7198
Email: eric@sfmoto.com

OSB

South Bay Auto Auction (605757)
13210 S Normandie Ave
Gardena, California 90249
United States

Contact: Bradley Lance
Phone: 209-647-3377
Fax:
Email: bradley.lance@southbayautoauction.com

US Auctions (667931)
130 East 9th Street
Upland, California 91786
United States

Contact: Armando Camarena
Phone: 909-921-1008
Fax:
Email: armando@usauctions.net

Watsonville Fleet Group (1001561)
555 Auto Center Drive
Watsonville, California 95076
United States

Contact: Yesenia Covarrubias
Phone: 626-457-5590
Fax: 626-457-5593
Email: fleet@watsonvillefleetgroup.com

Wattco (1270172)
2230 Cordelia Road
Fairfield, California 94534
United States

Contact: Larry Tucker
Phone: 707-435-9233
Fax:
Email: ltucker@Wattco.net

Western Truck Exchange (381840)
159 E. Manchester Ave
Los Angeles, California 90003
United States

Contact: Dan Holtzman
Phone: 323-750-1277
Fax: 323-789-9929
Email: dan@westtruck.com

OSB, SBE

Winner Chevrolet, Inc. (1272099)
8575 Laguna Grove Drive
Elk Grove, California 95757
United States

Contact: Jerry Powers
Phone: 916-426-5752
Fax: 916-421-0149
Email: winner@lasherauto.com

10/08/2025 11:44 AM (PDT) 13 vendors notified

using Criteria **Category:**
336112 - Light Truck and Utility Vehicle Manufacturing
423110 - Automobile and Other Motor Vehicle Merchant Wholesalers
441110 - New Car Dealers
441229 - All Other Motor Vehicle Dealers

Adamson Industries Corp. (72163)
45 Research Dr.
Haverhill, Massachusetts 01832
United States

Contact: Dawn Davidson
Phone: 978-681-0370 **ext.**
Fax: 800-710-9099
Email: sales@adamsonindustries.com

WBE

Amaru Motors 3 LLC dba Charlie Clark Nissan El Paso (1669153)
6451 S. Desert Blvd.
El Paso, Texas 79932
United States

Contact: Ray K. Locklin
Phone: 575-652-1077
Fax:
Email: ray.locklin@cclarkauto.net

American Vet Works Inc (1391063)
14 Mariners Lane
Northport, New York 11768
United States

Contact: Thomas Mahoney
Phone: 631-651-1838
Fax:
Email: tm@amvetworks.com

WBE, OSB

CARVILLE CHRYSLER DODGE JEEP RAM (1390036)
300 Bachman Drive Blue Sky Automotive Inc.
Greeneville, Tennessee 37745
United States

Contact: Carl Reinhart
Phone: 717-471-8108
Fax:
Email: carl@carvillecdjr.com

CivicBridges (1473015)
2195 Village Park Ave Ste 100
Twin Falls, Idaho 83301
United States

Contact: Doug Anderson
Phone: 208-538-9897
Fax:
Email: mark@civicbridges.com

WBE

Gatormoto Utility Vehicles & more LLC (209626)
2426 Mayport Rd
Atlantic Beach, Florida 32233
United States

Contact: Brett Jackrel
Phone: 904-247-1818
Fax: 904-247-2229
Email: bjackrel@motoelectricvehicles.com

Michael Hohl Motors (1273032)
2900 Research Way
Carson City, Nevada 89706
United States

Contact: Terry Rouda
Phone: 806-474-6654
Fax:
Email: ninertr@gmail.com

PFVT Motors LLC (1555022)
9130 W Bell Road
Peoria, Arizona 85382
United States

Contact: Peoria Ford Government Sales Team
Phone: 480-676-4880
Fax:
Email: sales@governmentautosales.com

Raceway Car Wash (922975)
2398 E.Camelback Rd
Phoenix, Arizona 85016
United States

Contact: Neal Opet
Phone: 480-888-5866
Fax:
Email: fleetaccounts@racewaycarwash.com

ROME TRUCK PARTS, INC. (72949)
241 DEMPSEY ROAD
ROME, Georgia 30161
United States

Contact: William Kent
Phone: 706-295-4345 **ext.**
Fax: 706-234-6292
Email: will@rometruckparts.com

Spitz Financial Services, Inc (1116493)
10200 E. Girard Ave. B-223
Denver, Colorado 80231
United States

Contact: Jonathon Spitz
Phone: 303-765-4919 **ext.** 104
Fax:
Email: jonathon@alliance-leasing.com

VariTech Industries, Inc. (73147)
4115 Minnesota Street
Alexandria, Minnesota 56308
United States

Contact: Lee Wilken
Phone: 320-763-5074 **ext.**
Fax: 320-763-5612
Email: sales@varitech-industries.com

XTREME GREEN PRODUCTS INC (281054)
3010 EAST ALEXANDER ROAD SUITE1002
NORTH LAS VEGAS, Nevada 89030
United States

Contact: DAN LEAVITT
Phone: 702-870-0700
Fax:
Email: DAN@XGPINC.COM

10/08/2025 12:01 PM (PDT) No vendors notified

using Criteria **Category:**

336112 - Light Truck and Utility Vehicle Manufacturing
423110 - Automobile and Other Motor Vehicle Merchant Wholesalers
441110 - New Car Dealers
441229 - All Other Motor Vehicle Dealers

Prospective Bidders

5 Prospective Bidders

Vendor	Contact	Vendor Type	Status
Canonelreno Inc. (3047542) 10 Nelor Street W. Chicago, Illinois 60185 United States	**Contact:** Karen Creno **Phone:** 601-312-0745 **Fax:** **Email:** karencreno78@gmail.com		Bidder
CHAMPION CHEVROLET (3055477) 800 KIETZKE LANE RENO, California 89502 United States	**Contact:** KYLE OUTLAND **Phone:** 775-334-6525 **Fax:** **Email:** koutland@championchev.com		Bidder
Michael Hohl Motors (3046015) 3700 So Carson St Carson City, Nevada 89701 United States	**Contact:** Terry Rouda **Phone:** 806-474-6654 **Fax:** **Email:** terry.rouda@michaelhohl.ocm		Bidder
Selman Chevrolet (3046515) 1800 E Chapman Ave Orange, California 92867 United States	**Contact:** Vincent Eible **Phone:** 810-922-1025 **Fax:** 714-633-9406 **Email:** veible@selmanchevy.com		Non-Bidder, receive communications
Winner Chevrolet, Inc. (3046920) 1624 S Canyon way Colfax, California 95713 United States	**Contact:** David Brewer **Phone:** 916-509-8597 **Fax:** 916-421-0149 **Email:** winner@lasherauto.com		Bidder

Bid Results

Bidder Details

Vendor Name	Michael Hohl Motors
Address	3700 So Carson St Carson City, Nevada 89701 United States
Respondee	TERRY ROUDA
Respondee Title	FLEET MANAGER
Phone	806-474-6654
Email	TERRY.ROUDA@MICHAELHOHL.COM
Vendor Type	
License #	

Bid Detail

Bid Format	Electronic
Submitted	10/20/2025 11:48 AM (PDT)
Delivery Method	
Bid Responsive	
Bid Status	Submitted
Confirmation #	452878

Respondee Comment

Buyer Comment

Line Items

Discount Terms No Discount

Item #	Item Code	Type	Item Description	UOM	QTY	Unit Price	Line Total	Response	Comment
Section 1							**$47,682.6000**		
1			**Chevrolet Silverado 2500HD 4WD Double cab 162"**	**EA**	**1**	**$47,682.6000**	**$47,682.6000**	**Yes**	
Section 2							**$11,366.7100**		
2			**8ft Harbor Utility body installed see spec sheet.**	**EA**	**1**	**$11,366.7100**	**$11,366.7100**	**Yes**	
Section 3							**$5,166.8100**		
3			**Sales Tax 8.75% to be added to bid**	**EA**	**1**	**$5,166.8100**	**$5,166.8100**	**Yes**	
Section 4							**$8.2500**		
4			**Delivery to South Lake Tahoe 96150**	**EA**	**1**	**$8.2500**	**$8.2500**	**Yes**	**Trip permit, no charge for delivery to so lake office.**

Line Item Subtotals

Section Title	Line Total
Section 1	**$47,682.6000**
Section 2	**$11,366.7100**
Section 3	**$5,166.8100**
Section 4	**$8.2500**
Grand Total	**$64,224.3700**

Bidder Details

Vendor Name	Winner Chevrolet, Inc.
Address	1624 S Canyon way Colfax, California 95713 United States
Respondee	David Brewer
Respondee Title	Salesman
Phone	916-509-8597
Email	dbrewer@lasherauto.com
Vendor Type	
License #	

Bid Detail

Bid Format	Electronic
Submitted	10/20/2025 12:03 PM (PDT)
Delivery Method	Within 240 days after order date (depending on the factory and service body install)
Bid Responsive	
Bid Status	Submitted
Confirmation #	452887

Respondee Comment

Buyer Comment

Line Items

Discount Terms No Discount

Item #	Item Code	Type	Item Description	UOM	QTY	Unit Price	Line Total	Response	Comment
Section 1							$61,950.0000		
1			Chevrolet Silverado 2500HD 4WD Double cab 162"	EA	1	$61,950.0000	$61,950.0000	Yes	
Section 2							$0.0000		
2			8ft Harbor Utility body installed see spec sheet.	EA	1	$0.0000	$0.0000	Yes	included in bid price
Section 3							$5,420.6300		
3			Sales Tax 8.75% to be added to bid	EA	1	$5,420.6300	$5,420.6300	Yes	
Section 4							$8.7500		
4			Delivery to South Lake Tahoe 96150	EA	1	$8.7500	$8.7500	Yes	tire fee

Line Item Subtotals

Section Title	Line Total
Section 1	**$61,950.0000**
Section 2	**$0.0000**
Section 3	**$5,420.6300**
Section 4	**$8.7500**
Grand Total	**$67,379.3800**

Bidder Details

Vendor Name	CHAMPION CHEVROLET
Address	800 KIETZKE LANE RENO, California 89502 United States
Respondee	Kyle Outland
Respondee Title	FLEET MANAGER
Phone	775-334-6525
Email	koutland@championchev.com
Vendor Type	
License #	

Bid Detail

Bid Format	Electronic
Submitted	10/21/2025 8:38 AM (PDT)
Delivery Method	ORDER BASIS 10-14 WEEKS
Bid Responsive	
Bid Status	Submitted
Confirmation #	453067

Respondee Comment

Buyer Comment

Line Items

Discount Terms No Discount

Item #	Item Code	Type	Item Description	UOM	QTY	Unit Price	Line Total	Response	Comment
Section 1							**$46,933.2500**		
1			**Chevrolet Silverado 2500HD 4WD Double cab 162"**	**EA**	**1**	**$46,933.2500**	**$46,933.2500**	**Yes**	
Section 2							**$11,367.0000**		
2			**8ft Harbor Utility body installed see spec sheet.**	**EA**	**1**	**$11,367.0000**	**$11,367.0000**	**Yes**	
Section 3							**$5,100.5500**		
3			**Sales Tax 8.75% to be added to bid**	**EA**	**1**	**$5,100.5500**	**$5,100.5500**	**Yes**	
Section 4							**$0.0000**		
4			**Delivery to South Lake Tahoe 96150**	**EA**	**1**	**$0.0000**	**$0.0000**	**Yes**	**FOB - CHAMPION CHEVROLET**

Line Item Subtotals

Section Title	Line Total
Section 1	**$46,933.2500**
Section 2	**$11,367.0000**
Section 3	**$5,100.5500**
Section 4	**$0.0000**
Grand Total	**$63,400.8000**

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: November 18, 2025

Agenda Item #:6

Agenda Item: Ordinance Amending City Code Section 1.20.10 City Seal (Second Reading)

Executive Summary: At their May 6, 2025, City Council meeting, Councilmember Robbins requested that the City Seal be altered to more accurately reflect Lake Tahoeâ€™s California and Nevada boundaries. (seconded by then Mayor Pro-Tem Bass). The City Clerk enlisted a design company to produce an altered City Seal. At the November 4, 2025, meeting City Council Passed a Motion to hold a first reading (by title only) of an Ordinance Amending City Code Section 1.20.10 City Seal and referred to second reading and adoption at the November 18 meeting.

Requested Action / Suggested Motions: Pass an Ordinance Amending City Code Section 1.20.10 City Seal.

Responsible Staff Member: Susan Blankenship, City Clerk

Reviewed and Approved By: Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

Attachments:

01-Staff Report - Ordinance City Seal (second reading).docx
02-Ordinance Amending City Seal.docx
03-Notice of Publication

City of South Lake Tahoe
Report to **City Council**

Meeting Date: November 18, 2025

Title: Ordinance Amending City Code Section 1.20.10 City Seal (Second Reading)

Location: Citywide

Responsible Staff Member: Susan Blankenship, City Clerk

Background: The first City Seal was a 2" circular embossed die reading: "CITY OF SOUTH LAKE TAHOE, CALIFORNIA, INCORPORATED 1965". This City Seal was used on all Ordinances establishing our City's government, beginning with Ordinance 1 on November 30, 1965.

On September 20, 1966, a new City Seal was introduced, first appearing in Ordinance 82 "Creating a Fire Department for the City of South Lake Tahoe". This City Seal has been used for the last 59 years.

After nearly six decades, our City Seal has become a valuable historical artifact and a powerful symbol of the community's heritage. It represents the City's continuity and legacy, similar to a historical monument. The seal is a reminder of the City's past. Retaining the traditional Seal honors this history rather than erasing it.

At their May 6, 2025, City Council meeting, Councilmember Robbins requested that the City Seal be altered to more accurately reflect Lake Tahoe's California and Nevada boundaries. (seconded by then Mayor Pro-Tem Bass). The City Clerk enlisted a design company to produce an altered City Seal.

At the November 4, 2025, meeting City Council Passed a Motion to hold a first reading (by title only) of an Ordinance Amending City Code Section 1.20.10 City Seal and referred to second reading and adoption at the November 18 meeting.

Issue and Discussion: An Ordinance has been prepared to amend City Code Section 1.20.010 to reflect requested changes. The description of the Seal has also been updated to state "…*above* a *yellow* eight petal flower", replacing "…*at* a *blue* eight petal flower".

Financial Implications: The costs associated with the alteration of the City Seal are nominal.

Environmental Considerations: The proposed action is not a "project" subject to review under the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15378(b)(5) (organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment).

Policy Implications: The holding of a first and second reading to amend an Ordinance conforms to Government Code 3693.3.

Ordinance 2025-XXX

Adopted by the City of South Lake Tahoe
City Council

November 18, 2025

An Ordinance Amending Section 1.20.010 City Seal

FINDINGS

A. At their May 6, 2025, City Council Meeting, Councilmember Robbins (seconded by Mayor Pro-Tem Bass) requested that the City Seal be altered to more accurately reflect Lake Tahoe's California and Nevada boundaries.
B. The City Clerk worked with a design team to produce a revised City Seal.
C. In addition to the altered Seal, the description of the Seal has also been updated to state "*above* a *yellow* eight petal flower", replacing "*at* a *blue* eight petal flower".

Now, Therefore, the City Council of City of South Lake Tahoe does ordain as follows:

1. Amending City Code Section 1.20.010 as follows:

Section 1.20.010 City Seal

The official seal of the City of South Lake Tahoe shall be in the form of a die and/or stamp approximately two inches in diameter.

The City seal consists of a blue circle with oblong spaces surrounding a white circle in which is written "CITY OF SOUTH LAKE TAHOE CALIFORNIA" with two leafy branches on either side of the word "CALIFORNIA." Interior of the white circle is a thin yellow circle, which contains the numerals "19" and "65" on either side of a blue depiction of the outline of Lake Tahoe, divided by a dashed white line, which terminates above a yellow eight petal flower in the lower right quadrant of the lake depiction. The face of which is substantially as set forth below:



Adopted by the City of South Lake Tahoe City Council on November 18, 2025 by the following vote:

Yes:

No:
Abstain:
Absent:

_____ Date:_____
Cody Bass, Mayor

Attest:

_____
Susan Blankenship, City Clerk

First Reading: November 4, 2025
Published: November 7, 2025
Second Reading: November 18, 2025
Effective: December 18, 2025

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.

Column

INTERIM AD DRAFT

This is the proof of your ad scheduled to run in **Tahoe Daily Tribune** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(530) 541-3880**.

Notice ID: kTGHG8HgNu5UZIy6wqke | **Proof Updated: Nov. 05, 2025 at 08:13am PST**
Notice Name: City Seal

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER	FILING FOR
CITY OF SOUTH LAKE TAHOE CITY CLERK sblankenship@cityofslt.us (530) 542-6005	Tahoe Daily Tribune

Columns Wide:	2	**Ad Class:**	Legals
Total Column Inches:	7.58		
Number of Lines:	38		

11/07/2025: Other	106.99
Internet Flat Fee Charge	40.00
Affidavit flat charge	10.00
Subtotal	$156.99
Tax	$0.00
Processing Fee	$0.00
Total	**$156.99**

See Proof on Next Page

LEGAL PUBLICATION

CITY OF SOUTH LAKE TAHOE
SUMMARY OF PROPOSED ORDINANCE

NOTICE IS HEREBY GIVEN that on November 4, 2025, the City of South Lake Tahoe City Council waived first reading, read by title only and referred to second reading and adoption at the November 18, 2025, City Council meeting, the following ordinance:

"Ordinance Amending City Code Section 1.20.10 City Seal"

City Attorney's Summary of Ordinance:

"The proposed ordinance would amend the official city seal of the City of South Lake Tahoe. The vertical dashed white line depicted in the previous seal will be altered to better reflect Lake Tahoe's California-Nevada state boundaries. The dashed white line's southern terminus will now end with a slight leftward angle, ending above and to the left of the eight-petal flower which depicts the approximate location of the City of South Lake Tahoe".

A copy of the proposed ordinance in its entirety is available for review at the City Clerk's Office or by contacting the City Clerk.

Susan Blankenship
Susan Blankenship, City Clerk
City of South Lake Tahoe
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, Ca 96150
(530) 542-6005 sblankenship@cityofslt.gov

Published: November 7, 2025

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: November 18, 2025

Agenda Item #:7

Agenda Item: Ordinance Amending South Lake Tahoe City Code, Title 6, Chapter 6.15 (Building Regulations), Section 6.15.010 and 6.15.160 by Adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), Including Green Building Code, Building Code, Fire Code, and Related Construction Codes (Second Reading)

Executive Summary: The 2025 California Building Standards Codes (CBSC), which includes the Fire Code, becomes effective in California on January 1, 2026. Typically, every three years, the California Building Standards Commission reviews and revises, in part, the California Building, Fire, Plumbing, Mechanical, Residential, Green Building, and Electrical Codes. California Health and Safety Code (HSC) section 17922 requires local agencies to adopt the building standards contained in these uniform statewide codes. The City adopted its current codes, incorporating and modifying the 2022 California Building Standards Code in November 2022. Per HSC section 17922, staff recommends City Council adopt an ordinance amending City Code by adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), including Green Building Code, Building Code, Fire Code, and related construction codes.

Requested Action / Suggested Motions: Pass an Ordinance amending South Lake Tahoe City Code, Title 6, Chapter 6.15 (Building Regulations), Section 6.15.010 and 6.15.160 by Adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), Including Green Building Code, Building Code, Fire Code, and Related Construction Codes.

Responsible Staff Member: Zach Thomas, Director of Development Services, and David Chapman, Acting Building Official

Reviewed and Approved By: Susan Blankenship, City Clerk Olga Tikhomirova, Director of Finance Heather Stroud, City Attorney

Attachments:

01-Staff Report - 2025 Building Code Adoption.docx
02-Ordinance - 2025 Building Code Adoption.docx
03-Notice of Publication

City of South Lake Tahoe
Report to **City Council**

Meeting Date: November 18, 2025

Title: Ordinance Amending City Code, Title 6, Chapter 6.15 (Building Regulations), Section 6.15.010 and 6.15.160 by Adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), Including Green Building Code, Building Code, Fire Code, and Related Construction Codes.

Location: Citywide

Responsible Staff Member: Zach Thomas, Director of Development Services and David Chapman, Acting Building Official

Background: The 2025 California Building Standards Codes (CBSC), which includes the Fire Code, becomes effective in California cities on January 1, 2026. Typically, every three years, the California Building Standards Commission reviews and revises the California Building, Fire, Plumbing, Mechanical, Residential, Green Building, and Electrical Codes. California Health and Safety Code Section 17922 requires local agencies to adopt the building standards contained in these uniform statewide codes. Section 17958 allows cities to modify the codes to more stringent standards that reflect local conditions. The City of South Lake Tahoe adopted its current codes, incorporating and modifying the 2022 California Building Standards Code in November 2022.

At its August 21, 2025 meeting, the Planning Commission passed a resolution recommending the City Council adopt an ordinance amending City Code, Title 6, Chapter 6.15 (Building Regulations), Section 6.15.010 and 6.15.160 by Adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), Including Green Building Code, Building Code, Fire Code, and Related Construction Codes.

At its November 4, 2025 meeting, the City Council passed a Motion to hold a first reading (by title only) of the ordinance and referred the second reading and adoption to the November 18, 2025, meeting.

Issue and Discussion: Modifications to the South Lake Tahoe City Code are needed to comply with the State's updated building safety requirements. State law provides the opportunity for local government to either adopt the State's building standards or to review and modify them, provided that the changes to state law made by cities and counties impose equal or more restrictive requirements.

The following codes will be adopted by reference in the proposed ordinance:

- 2025 California Administrative Code -CCR Title 24 Part 1
- 2025 California Building Code – CCR Title 24 Part 2
- 2025 California Residential Code – CCR Title 24 Part 2.5
- 2025 California Electrical Code – CCR Title 24 Part 3
- 2025 California Mechanical Code – CCR Title 24 Part 4
- 2025 California Plumbing Code – CCR Title 24 Part 5
- 2025 California Energy Code – CCR Title 24 Part 6
- 2025 California Historical Building Code – CCR Title 24 Part 8
- 2025 California Fire Code – CCR Title 24 Part 9
- 2025 California Existing Building Code – CCR Title 24 Part 10
- 2025 California Green Building Standards Code – CCR Title 24 Part 11
- 2025 California Referenced Standards Code – CCR Title 24 Part 12
- 2024 International Swimming Pool, Spa and Hot Tub Code
- 2024 International Property Maintenance Code

The attached proposed ordinance adopting the 2025 CBSC represents a continuation of the City's existing practice regarding local modifications. It revalidates and readopts the City's current local amendments which includes the City of South Lake Tahoe's minor modifications due to local climatic, geologic and topographic conditions, and minor administrative changes.

In addition to the currently adopted local code amendments, Appendix AW (3-D Printed Building Construction) of the 2025 California Residential Code, CCR T-24, Part 2.5, is recommended for adoption and enforcement. Appendix AW of the 2025 California Residential Code provides code coverage for buildings, structures, and building elements fabricated in whole or in part using 3D printed construction techniques. Appendix AW also provides a referenced standard (UL 3401) to govern design, construction method, additive materials, depositing of materials, and special inspection requirements for production equipment, the fabrication process, and additive materials. Staff recommends the adoption of Appendix AW to provide code coverage for 3D printed construction projects and to provide additional building construction methods to the community.

Financial Implications: There are no City financial implications from the proposed amendments. Any costs associated with staff time preparing the code amendments are accounted for in the City's adopted Master Fee Schedule and subsequently collected during the building permit issuance process. No additional funding is necessary.

Environmental Considerations: This project is exempt from environmental review under the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3), Review for Exemption; in that it can be seen with certainty that there is no possibility for these actions to have a significant effect on the environment.

Policy Implications: State law requires that the local agency adopt findings for any local modifications to the building standards contained in the CBSC. These findings are included in the attached ordinance.

Governor Newsom has signed AB 130, which prohibits local amendments to residential standards that are not filed and effective by September 30, 2025. No new local amendments to residential standards are proposed in this ordinance adoption.

Ordinance 2025-XXX

Adopted by the City of South Lake Tahoe
City Council

November 18, 2025

An Ordinance Amending the South Lake Tahoe City Code, Title 6, Chapter 6.15 (Building Regulations), Sections 6.15.010 and 6.15.160, by Adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), Including Green Building Code, Building Code, Fire Code, and Related Construction Codes

FINDINGS

A. The 2025 California Building Standards Codes (CBSC) were adopted on July 1, 2025, and become effective in California cities on January 1, 2026.
B. California Health and Safety Code section 17922 requires local agencies to adopt the building standards contained in these uniform statewide codes and Section 17958 allows cities to modify the codes to reflect local conditions.
C. The City of South Lake Tahoe has adopted amendments to the CBSC in the past based on specific findings of local geographic, topographic and climatic conditions, but is not making further local amendments at this time.
D. Additional findings with respect to certain prior amendments to the CBSC are as set forth in specific Code sections.
E. The Council hereby reaffirms such findings and confirms that the facts on which such findings were based continue to exist.

Now, Therefore, the City Council of City of South Lake Tahoe does ordain as follows:

SECTION 1. South Lake Tahoe City Code section 6.15.010 is hereby amended to read in its entirety as follows.

6.15.010 Applicability, purpose and authority.
The purpose of this chapter is to adopt by reference the 2025 Edition of the California Building Standards Code, Title 24 of the California Code of Regulations, subject to the clarifications and amendments set forth in this chapter. The purpose of this chapter is also to provide minimum requirements and standards for the protection of public safety, health, property and welfare of the City of South Lake Tahoe. The following adopted codes prescribe regulations for erecting, construction, enlargement, alteration, repair, improving, removal, conversion, moving, demolition, occupancy, equipment use, height and area of buildings and structures:

A. Administrative Code Adopted. The 2025 Edition of the California Administrative Code, known as the California Code of Regulations, Title 24 Part 1, published by the International Code Council, is hereby adopted by reference.

B. Building Code Adopted. The 2025 Edition of the California Building Code, known as the California Code of Regulations, Title 24 Part 2, incorporating the 2024 Edition of the International Building Code, published by the International Code Council, including Appendix C, Group U, Agriculture

Buildings, Appendix F, Rodent-proofing, Appendix H, Signs, and Appendix I, Patio Covers, is hereby adopted by reference.

C. Residential Code Adopted. The 2025 Edition of the California Residential Code, known as the California Code of Regulations, Title 24 Part 2.5, incorporating the 2024 Edition of the International Residential Code, published by the International Code Council, including Chapter 1 and Appendix AW (3D Printed Construction), is hereby adopted by reference.

D. Electrical Code Adopted. The 2025 Edition of the California Electrical Code, known as the California Code of Regulations, Title 24 Part 3, incorporating the 2023 Edition of the National Electrical Code, published by the National Fire Protection Association, including Article 89, and Annex H is hereby adopted by reference.

E. Mechanical Code Adopted. The 2025 Edition of the California Mechanical Code, known as the California Code of Regulations, Title 24 Part 4, incorporating the 2024 Edition of the Uniform Mechanical Code, including Chapter 1, CMC Appendices A, B, C and D, is hereby adopted by reference.

F. Plumbing Code Adopted. The 2025 Edition of the California Plumbing Code, known as the California Code of Regulations, Title 24 Part 5, incorporating the 2024 Edition of the Uniform Plumbing Code, including appendices and installation standards, published by the International Association of Plumbing and Mechanical Officials, is hereby adopted by reference.

G. Energy Code Adopted. The 2025 California Energy Code, known as the California Code of Regulations, Title 24 Part 6, published by the California Energy Commission, is hereby adopted by reference.

H. Historical Building Code Adopted. The 2025 California Historical Building Code, known as the California Code of Regulations, Title 24 Part 8, published by the International Code Council, is hereby adopted by reference.

I. Fire Code Adopted. The 2025 Edition of the California Fire Code, known as the California Code of Regulations, Title 24 Part 9, incorporating the 2024 Edition of the International Fire Code, published by the International Code Council, including Chapter 1 and Appendices A, B, BB, C, CC, D, E, F, G, H, I, J, K, L, M, N, O, P and Q, is hereby adopted by reference.

J. Existing Building Code Adopted. The 2025 Edition of the California Existing Building Code, known as the California Code of Regulations, Title 24 Part 10, published by the International Code Council, is hereby adopted by reference.

K. Green Building Standards Code Adopted. The 2025 Edition of the California Green Building Standards Code, known as the California Code of Regulations, Title 24 Part 11, published by the International Code Council, is hereby adopted by reference.

L. Referenced Standards Code Adopted. The 2025 Edition of the California Referenced Standards Code, known as the California Code of Regulations, Title 24 Part 12, published by the International Code Council, is hereby adopted by reference.

M. Swimming Pool, Spa and Hot Tub Code Adopted. The 2024 Edition of the International Swimming Pool, Spa and Hot Tub Code, published by the International Code Council, is hereby adopted by reference.

N. International Property Maintenance Code Adopted. The 2024 Edition of the International Property Maintenance Code, published by the International Code Council, is hereby adopted by reference.

SECTION 2. South Lake Tahoe City Code section 6.15.160 is hereby amended to read in its entirety as follows.

6.15.160 Amendments, additions and deletions to the adopted codes.

A. California Building Code Section 105.5.1, California Residential Code Section R105.5.1, California Plumbing Code Section 104.4.3.1, California Mechanical Code Section 104.4.3.1 and California Electrical Code Article 89.108.4.1 are hereby amended to read as follows:

> Every permit issued by the building official under the provision of this code shall become invalid and expired unless the work authorized by such permit is commenced within 12 months after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 12 months after the time the work is commenced. The Building Official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated. In order to renew action on an invalid permit after expiration, the permittee shall pay a new full permit fee and be accompanied with updated construction documents to reflect compliance with the most recent applicable codes based on the new submittal date.

B. Any permittee holding an unexpired permit for a new structure or addition may apply for an extension of the time for which work may be completed under that permit when the permittee is unable to complete work within the time required by this section for good and satisfactory reasons. The building official may extend a permit for a period not exceeding 180 days on written request by the permittee. The written request shall be submitted to the building official prior to the expiration date of the original permit. The request for an extension of an existing permit shall show that circumstances beyond the control of the permittee have prevented completion of the work authorized by the permit. No permit may be extended more than three years cumulatively.

C. California Building Code Section 109.2, California Fire Code Section 108.2, California Residential Code Section R108.2, California Plumbing Code Section 104.5, California Mechanical Code Section 104.5 and California Electrical Code Article 89.108.4.2 are hereby amended to read as follows:

> The fee for each permit shall be as set forth in this section and by city council resolution. The determination of value or valuation under any of the provisions of this code shall be made by the building official/fire code official. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanent equipment. Fees shall be determined by the valuation as shown for good construction on the valuation table as published annually in the November/December issue of Building Standards magazine. Values shall be 100 percent of the valuation given in the basic valuation table. Fees shall be adjusted on the first day of January each year. The fee shall be as specified through adoption of resolution by the city council.
>
> EXCEPTION: Major projects for which the city contracts for inspection and/or plan review services shall be charged permit fees in accordance with the above section. Costs of additional plan review and/or overtime inspections required for project fast-tracking, or contractor scheduling, or due to changes in plans, shall be paid by the owner on a monthly basis. The fees shall be equal to the cost of service plus a 25 percent administrative fee.

The owner shall provide on-site office space for the resident inspector. Such office space shall be private and under the exclusive control of the resident inspector. Electric power, heat and phone service shall be provided to the office. Such office shall be maintained on-site until the final certificate of occupancy is issued.

For work requiring a permit not described on the valuation table, the valuation shall be determined by contract price for the work, subject to review by the building official.

The minimum permit fee under this section shall be as specified through adoption of resolution by the city council. Additional plan review as a result of incomplete submittals or changes to plans after approval of such plans will be charged a plan review fee.

A reinspection fee shall be charged for scheduled inspections when the work, for which an inspection was requested, is not ready for inspection. A reinspection fee shall also apply to additional inspections after the initial inspection for verifying correction of items noted in a correction notice.

Special inspection fees shall be charged with a one-hour minimum charge. Any inspections requested outside of regular work hours will be charged a three-hour minimum charge.

D. California Building Code Section 115.4, California Fire Code Section 113.4, and California Residential Code Section R114.4 are hereby amended to read as follows:

When a stop work order is issued an investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The permit fee for work without a permit shall be twice the normal permit fee. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

E. International Property Maintenance Code (IPMC) Section 105, Duties and Powers of the Code Official. Add the following text at the end of subsection 105.5:

The maximum time limit shall be determined by the city building official based upon the condition of the structure and the potential hazard involved. Once such determination has been made, the building official shall serve a copy of a notice and order which specifies the dangerous condition to be remedied, together with the timeline for correction, as determined by the building official. Prior to the expiration date specified in the notice and order, the property owner shall perform either the rehabilitation, renovation or removal, as set forth in the notice and order.

Abatement of abandoned or substantially damaged non dwelling unit structures shall be subject to the provisions contained in Chapter 4.60 SLTCC.

F. Authority to Utilize Alternate Method of Recovery of Cost of Demolition. In any case where the city has found it necessary to undertake an abatement process to demolish a structure which has been found by the building official to be unsafe, as defined within Section 108 of the International Property Maintenance Code, the city may elect, at its discretion, to recover costs of such abatement using the methods prescribed in subsection (G) of this section as an alternative to the procedure outlined in Sections 110.3 and 109.4 et seq. of the aforementioned code.

G. Alternate Method of Recovery of Cost of Demolition.

1. Prior to commencement of any demolition activity undertaken as part of the abatement of an unsafe structure, the city shall take all necessary steps to ensure that all development rights which may be present on the parcel are appropriately banked with the Tahoe Regional Planning Agency and the South Tahoe Public Utility District. All such rights, which may include, but not be limited to, development rights, allocations, commercial square footage, hard and soft coverage rights, and sewer units, shall be banked to remain on the parcel upon which the demolition activity will be completed.

2. Upon completion of all demolition activities, an accounting of expenses shall be completed by the administrative services director and a public hearing to consider confirmation of the costs of the abatement shall be scheduled, noticed and conducted in accordance with Section 107 et seq. of the International Property Maintenance Code.

The notice mailed to the owner of record for the property which is the subject of the abatement process shall contain a statement which substantively reads as follows:

IMPORTANT NOTICE TO THE PROPERTY OWNER

Development rights attributable to your property and recognized by the Tahoe Regional Planning Agency have been banked with that agency. These rights have considerable value. In order to retain ownership of these development rights, you must pay any and all costs of the abatement process which may be confirmed by the City Council at the scheduled hearing no later than sixty-five (65) days following the date of said hearing.

Your failure to pay the confirmed costs of said abatement within sixty-five (65) days of the date of the hearing will result in FORFEITURE OF THE DEVELOPMENT RIGHTS ASSOCIATED WITH YOUR PROPERTY.

SUCH FORFEITURE MAY ULTIMATELY PROHIBIT YOU OR ANYONE IN THE FUTURE FROM REDEVELOPING YOUR PROPERTY.

3. Upon completion of the hearing process to confirm the costs of the abatement process, the owner of the property subject to the abatement shall have 65 days from the date of the hearing to pay all costs of the abatement which have been confirmed by the city council. In the event all costs are not paid within the specified time period, the city shall notify the Tahoe Regional Planning Agency of the city council's confirmation of costs of the abatement process and the failure of the property owner to pay said costs, and shall request that the Tahoe Regional Planning Agency approve forfeiture of all development rights banked to be vested with the city of South Lake Tahoe. Such forfeiture and vesting shall become effective 21 days after such approval is granted.

H. Expedited Permit Process for Photovoltaic and Electric Vehicle Charging Stations. To California Building Code Section 107.3 the following subsection shall be added:

1. Definitions. As used in this section:

"Electronic submittal" means the utilization of one or more of the following:

a. Electronic mail or email

b. The internet

“Electric vehicle charging station” or “charging station” means any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code, as it reads on the effective date of this Chapter, and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle.

“Reasonable restrictions” on a solar energy system are those restrictions that do not significantly increase the cost of the system or significantly decrease its efficiency or specified performance, or that allow for an alternative system of comparable cost, efficiency, and energy conservation benefits.

“Specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

“Restrictions that do not significantly increase the cost of the system or decrease its efficiency or specified performance” means:

For water heater systems or solar swimming pool heating systems: an amount exceeding ten (10) percent of the cost of the system, but in no case more than one thousand dollars ($1,000.00) or decreasing the efficiency of the solar energy system by an amount exceeding ten (10) percent, as originally specified and proposed.

For photovoltaic systems: an amount not to exceed one thousand dollars ($1,000.00) over the system cost as originally specified and proposed, or a decrease in system efficiency of an amount exceeding ten (10) percent as originally specified and proposed.

“Small residential rooftop solar energy system” means all of the following:

a. A solar energy system that is no larger than ten (10) kilowatts alternating current nameplate rating or thirty (30) kilowatts thermal.

b. A solar energy system that conforms to all applicable State fire, structural, electrical, and other building codes as adopted or amended by the county and paragraph (iii) of subdivision (c) of Section 714 of the Civil Code, as such section or subdivision may be amended, renumbered, or designated from time to time.

c. A solar energy system that is installed on a single- or duplex-family dwelling.

d. A solar panel or module array that does not exceed the maximum legal building height as defined by the authority having jurisdiction.

“Solar energy system” has the same meaning set forth in paragraphs (1) and (2) of subdivision (a) of Section 801.5 of the Civil Code, as such section or subdivision may be amended, renumbered, or designated from time to time.

“Specific adverse impact” means a significant, quantifiable, direct, unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

2. Small Residential Rooftop Solar Systems

a. All solar energy systems shall meet applicable health and safety standards and requirements imposed by the state and the City of South Lake Tahoe.

b. All solar energy systems shall be certified by an accredited listing agency.

c. All energy systems for producing and or supplying electricity shall meet all applicable safety and performance standards established by the California Electrical Code, the Institute of Electrical and Electronics Engineers, and accredited testing laboratories such as Underwriters Laboratories and, where applicable, rules of the Public Utilities Commission regarding safety and reliability.

d. Proof of approval by local utility must be presented with application.

3. Electric Vehicle Charging Stations

a. PURPOSE. The purpose of this Chapter is to promote and encourage the use of electric vehicles by creating an expedited, streamlined permitting process for electric vehicle charging stations while promoting public health and safety and preventing specific adverse impacts in the installation and use of such charging stations. This Chapter is also purposed to comply with California Government Code Section 65850.7.

b. EXPEDITED PERMITTING PROCESS. Consistent with Government Code Section 65850.7, the Building Official shall implement an expedited, streamlined permitting process for electric vehicle charging stations, and adopt a checklist of all requirements with which electric vehicle charging stations shall comply with in order to be eligible for expedited review. The expedited, streamlined permitting process and checklist may refer to the recommendations contained in the most current version of the “Plug-In Electric Vehicle Infrastructure Permitting Checklist” of the “Zero-Emission Vehicles in California: Community Readiness Guidebook” as published by the Governor’s Office of Planning and Research. The City’s adopted checklist shall be published on the City’s website.

c. PERMIT APPLICATION PROCESSING.

(i) Prior to submitting an application for processing, the applicant shall verify that the installation of an electric vehicle charging station will not have specific, adverse impact to public health and safety and building occupants. Verification by the applicant includes but is not limited to: electrical system capacity and loads; electrical system wiring, bonding and overcurrent protection; building infrastructure affected by charging station equipment and associated conduits; areas of charging station equipment and vehicle parking.

(ii) A permit application that satisfies the information requirements in the City’s adopted checklist shall be deemed complete and be promptly processed. Upon confirmation by the Building Official that the permit application and supporting documents meets the requirements of the City adopted checklist, and is consistent with all applicable laws and health and safety standards, the Building Official shall, consistent with Government Code Section 65850.7, approve the application and issue all necessary permits. Such approval does not authorize an applicant to energize or utilize the electric vehicle charging station until approval is granted by the City. If the Building Official determines that the permit application is incomplete, he or she shall issue a written correction notice to the applicant, detailing all

deficiencies in the application and any additional information required to be eligible for expedited permit issuance.

(iii) Consistent with Government Code Section 65850.7, the Building Official shall allow for electronic submittal of permit applications covered by this Ordinance and associated supporting documentations. In accepting such permit applications, the Building Official shall also accept electronic signatures on all forms, applications, and other documentation in lieu of a wet signature by any applicant.

d. TECHNICAL REVIEW

(i) It is the intent of this Ordinance to encourage the installation of electric vehicle charging stations by removing obstacles to permitting for charging stations so long as the action does not supersede the Building Official's authority to address higher priority life-safety situations. If the Building Official makes a finding based on substantial evidence that the electric vehicle charging station could have a specific adverse impact upon the public health or safety, as defined in this Chapter, the City may require the applicant to apply for a use permit.

(ii) In the technical review of a charging station, consistent with Government Code Section 65850.7, the Building Official shall not condition the approval for any electric vehicle charging station permit on the approval of such a system by an association, as that term is defined by Civil Code Section 4080.

e. ELECTRIC VEHICLE CHARGING STATION INSTALLATION REQUIREMENTS

(i) Electric vehicle charging station equipment shall meet the requirements of the California Electrical Code, the Society of Automotive Engineers, the National Electrical Manufacturers Association, and accredited testing laboratories such as Underwriters Laboratories, and rules of the Public Utilities Commission or a Municipal Electric Utility Company regarding safety and reliability.

(ii) Installation of electric vehicle charging stations and associated wiring, bonding, disconnecting means and overcurrent protective devices shall meet the requirements of Article 625 and all applicable provisions of the California Electrical Code.

(iii) Installation of electric vehicle charging stations shall be incorporated into the load calculations of all new or existing electrical services and shall meet the requirements of the California Electrical Code. Electric vehicle charging equipment shall be considered a continuous load.

(iv) Anchorage of either floor-mounted or wall-mounted electric vehicle charging stations shall meet the requirements of the California Building or Residential Code as applicable per occupancy, and the provisions of the manufacturer's installation instructions. Mounting of charging stations shall not adversely affect building elements.

I. Fire Watch. California Fire Code Section 403.11.1, Fire Watch Personnel, is hereby amended to read as follows:

When, in the opinion of the fire code official, it is essential for public safety in a place of assembly or any other occupancy, because of the number of persons, or the nature of the noncompliance with the California Fire Code and/or the nature of the

performance, exhibition, display, contest or activity, the fire code official may require the owner, agent or lessee, to provide one or more fire watch personnel to perform fire watch duties during the times such places are open to the public, or when such activity requiring a fire watch is being conducted.

J. Building Address. Section 502.1 of the California Building Code, California Fire Code Section 505.1 and Section R308.1 of the California Residential Code are hereby amended to read as follows:

Approved numbers or addresses shall be provided for all new buildings in such a position as to be plainly visible and legible from the street or road fronting the property. Address numbers and internal illumination shall be maintained. The addresses for new dwellings shall be posted with a minimum of four inch (4") high numbers with proportionate width that are plainly visible from the street. During hours of darkness, the numbers shall be internally illuminated. Posted numbers shall be placed on a contrasting background. Where building setbacks exceed one hundred feet (100') from the street or road fronting the property, additional contrasting six inch (6") high numbers shall be displayed at the property entrance. The addresses for new multi-family, new commercial and new industrial buildings shall be posted with a minimum of six-inch (6") high by three-quarters inch (3/4") stroke numbers. During the hours of darkness, the numbers shall be electrically illuminated. New multi-family, new commercial and new industrial buildings shall display address/suite numbers or letters six-inch (6") high by three-quarters inch (3/4") stroke placed on a contrasting background on the front and rear doors of each suite/unit.

K. Fire Access Grade. California Fire Code Section 503.2.7 is hereby amended to read as follows:

503.2.7 Grade. The grade of the fire apparatus access road shall be within the limits established by the fire code official based on the fire department's apparatus. Where driveways serving one- and two- family dwelling units have a driveway gradient exceeding eight percent (8%), a separate emergency egress path of travel from the primary entrance of each dwelling unit to the public way shall be provided. All components of the separate emergency egress path of travel shall comply with all applicable provisions of the California Building Code.

L. Wildland-Urban Interface (WUI). California Building Code Chapter 7A, California Fire Code Chapter 49 and California Residential Code Section R337 are adopted in their entirety with the amendments to read as follows:

CITY OF SOUTH LAKE TAHOE IS DESIGNATED AS VERY-HIGH FIRE HAZARD SEVERITY ZONE. For purposes of clarification and enforcement of the following shall be added to each chapter preface: The City of South Lake Tahoe has adopted Ordinance 2019-1131 which designates all areas within the City of South Lake Tahoe a Very High Fire Severity Zone.

M. Freeze Protection. California Building Code and California Fire Code Section 903 are hereby added to the California Building Code and the California Fire Code to read as follows:

All sprinkler systems shall be suitably freeze-protected for climatic conditions as prescribed by the fire code official.

N. Roof Fire Rating. California Building Code Section 1505.1.1 and California Residential Code Section R902.1.1 are written here for emphasis and clarity:

The entire roof covering of every existing structure where more than 50 percent of the total roof area is replaced within any one-year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class A.

O. Snowshed Impact Areas. Add to California Building Code Section 1608.1 and to California Residential Code Section R301.2.3:

Snow shed Impact Areas Protection of Required Entries/Exits, Parking, and Driveways.

1. Roof surfaces and photovoltaic panels that are susceptible to rooftop avalanche risk shall be designed so that snow shed impact areas will not occur in or on entries/exits (required exits only for R-3 occupancies), vehicle parking areas, driveways, LPG storage tanks, gas meters, electrical meters, walkways, and public ways.

2. The minimum snow shed impact area shall have a setback of ten feet measured horizontally from a vertical line projecting from the roof eave to the other constructed elements such as fences, sheds, and patio covers.

3. The snow shed impact area may be eliminated provided an engineered snow restraint system, designed in accordance with this code, is incorporated into the roof design and, in other than R-3 occupancies, an approved roof drainage system (e.g., heated gutter and downspout) is installed to prevent ice formation/accumulation at the grade or access level.

4. Property owners shall maintain snow shed impact areas to prevent snow from encroaching beyond the impact area boundaries.

5. Existing structures may use engineered snow slide restraint devices without an approved roof drainage system to reduce hazards associated with the existing roof design.

P. Ice Dam Membrane. Add Section 1507.1.2 to the California Building Code and Section R905.1.2 to the California Residential Code as follows:

Title 15-10: An “Ice Guard” is required on roofs of heated areas of buildings. Roofs, regardless of covering, with a pitch of less than 8 in 12 shall be protected against leakage (caused by ice and snow) using an approved manufactured membrane installed per the manufacturer’s specifications and as approved by the building official. This application shall extend from the eave edge of the roof up the roof slope measured 5 feet beyond the wall line separating the conditioned and unconditioned space, and up 30 inches along each side of a valley. This “Ice Guard” shall be in addition to any other required underlayment.

Q. Local Design Criteria. Amend California Building Code Section 1603 and California Residential Code Table R301.2, Climatic and Geographic Design Criteria, by adding the following design criteria values as listed below in items 1 through 6 to read as follows:

1. Seismic Design Category: D

2. Subject to Weathering from Weathering: Negligible

3. Frost Line Depth: 18 inches

4. Termites: Yes

5. Climate Zone: 16

6. Ice Barrier Underlayment Required: Yes

R. Protection of Piping from Freezing. Add Section 312.13 to the California Plumbing Code as follows:

a. All water supply piping shall be protected from freezing by a minimum of 42 inches of earth covering.

b. All water piping shall be installed in such a manner to allow for the system to be drained.

c. Water piping shall not be installed or concealed in unheated walls, ceilings and attics.

S. Exhaust Vent Protection. Add Section 802.3.3.5 to the California Mechanical Code as follows:

a. Exhaust terminals and combustion air intakes shall not be located in areas in which could be sealed off around the perimeter with snow accumulation.

T. Electrical Installations. Add Article 80.13(a) and (b) to the California Electric Code as follows:

a. All electrical systems that are over 400 amps shall be designed by a California-licensed electrical engineer.

b. When changing out or adding a new electrical main panel, the subpanel, if so equipped, shall also be changed out to a breaker subpanel. No residential fuse panels will be allowed.

SECTION 3. Severability. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The City Council declares that wit would have passed this ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 4. Publication. The City Clerk is directed to certify this Ordinance and cause it to be published in the manner required by law.

SECTION 5. Effective Date. This Ordinance shall become effective thirty (30) days after the date of its adoption.

SECTION 6. Environmental Findings. The City Councils finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to section 15061(b)(3) of Title 14 of the California Code of Regulations, in that the Council finds there is no possibility that the implementation of this Ordinance may have significant effects on the environment.

Adopted by the City of South Lake Tahoe City Council on November 18, 2025 by the following vote:

Yes:
No:
Abstain:
Absent:

_____ Date:_____
Cody Bass, Mayor

Attest:

_____
Susan Blankenship, City Clerk

First Reading: November 4, 2025
Published:
Effective:

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.

Column

INTERIM AD DRAFT

This is the proof of your ad scheduled to run in **Tahoe Daily Tribune** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(530) 541-3880**.

Notice ID: RyvbtlTfNKhXP1vwQuSG | **Proof Updated: Nov. 05, 2025 at 08:12am PST**
Notice Name: Building Code

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER	FILING FOR
CITY OF SOUTH LAKE TAHOE CITY CLERK sblankenship@cityofslt.us (530) 542-6005	Tahoe Daily Tribune

Columns Wide:	2	**Ad Class:**	Legals
Total Column Inches:	7.58		
Number of Lines:	38		

11/07/2025: Other	106.99
Internet Flat Fee Charge	40.00
Affidavit flat charge	10.00
Subtotal	$156.99
Tax	$0.00
Processing Fee	$0.00
Total	**$156.99**

See Proof on Next Page

LEGAL PUBLICATION

CITY OF SOUTH LAKE TAHOE
SUMMARY OF PROPOSED ORDINANCE

NOTICE IS HEREBY GIVEN that on November 4, 2025, the City of South Lake Tahoe City Council waived first reading, read by title and referred to second reading and adoption at the November 18, 2025, City Council meeting the following ordinance:

"Ordinance Amending City Code, Title 6, Chapter 6.15 (Building Regulations), Section 6.15.010 and 6.15.160 by Adopting the 2025 California Building Standards Code (California Code of Regulations Title 24), Including Green Building Code, Building Code, Fire Code, and Related Construction Codes"

City Attorney's Summary of Ordinance:

"The ordinance amends the South Lake Tahoe City Code to adopt the 2025 California Building Standards Code which will become effective for California cities on January 1, 2026. The adoption of the 2025 code will continue some local modifications with equal or more restrictive requirements for local conditions.
A copy of the proposed ordinance in its entirety is available for review in the City Clerk's Office located at 1901 Lisa Maloff Way, South Lake Tahoe, CA.

Susan Blankenship
Susan Blankenship, City Clerk
City of South Lake Tahoe
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, Ca 96150
(530) 542-6005 sblankenship@cityofslt.gov
Published: November 7, 2025

City of South Lake Tahoe
Report to **City Council**

Meeting Date: November 18, 2025

Title: Council Member Appointment, Limited Term

Location: Citywide

Responsible Staff Member: Susan Blankenship, City Clerk

Background: On October 13,2025, former Mayor Tamara Wallace submitted her resignation to the City Clerk, effective immediately.

Pursuant to Gov. Code 36512(b), “If a vacancy occurs in an elective office provided for in this chapter, the council shall, within 60 days from the commencement of the vacancy, either fill the vacancy by appointment or call a special election to fill the vacancy.”

At their October 21 meeting, Council directed the City Clerk to solicit applications to fill the vacancy by appointment. The Council has until December 12, 2025, to fill the vacancy by appointment or call a Special Election to fill the vacancy.

On October 24, 2025, the City Clerk began soliciting applications to fill the vacancy. The term of this Council seat is from the date of appointment for the remainder of the term of office, December 2026. To qualify, candidates must be 18 years of age, reside within the City of South Lake Tahoe, and be registered to vote in the City of South Lake Tahoe at the time the application was submitted.

Issue and Discussion: The City Clerk received twenty-six (26) applications from qualified candidates for an appointment to City Council. Applicants have been asked to make a 3-minute presentation to the City Council. The applicant may then be asked to respond to questions the City Council may have regarding their presentation or application.

City Council may: 1) a) Pass a Motion appointing a member to serve the remaining term of office until December 2026, in which case the City Clerk would administer the Oath of Office and the newly appointed member will begin serving immediately; 2) Pass a Motion directing the City Clerk to continue soliciting new applications from additional candidates for consideration December 9 or at an earlier special meeting; or 3) Pass a Motion directing the City Clerk to bring back a Resolution at their December 9 meeting calling for a Special Election to be consolidated with the June 2, 2026, Primary Election, to fill the vacancy.

If a Special Election is called, it will be held during the Primary Election on June 2, 2026, and the elected City Council member would serve from certification of election results by City Council until December 2026.

Financial Implications: The cost for City Council Compensation for a limited appointment or the cost to hold a special election would come from existing City Council Budget.

Environmental Considerations: This action is not a project requiring environmental review under the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15378(b)(5) (organizational or administrative activities that will not result in a direct or indirect physical change in the environment).

Policy Implications: The appointment to office or calling a Special Election conforms to Government Code.

Column

OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Tahoe Daily Tribune** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(530) 541-3880**.

Notice ID: 2Rt7z0UVvID97smO8fTB | **Proof Updated: Oct. 22, 2025 at 08:54am PDT**
Notice Name: Council Vacancy | Publisher ID: 382779

See Proof on Next Page

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER	FILING FOR
Michelle Davis	Tahoe Daily Tribune
medavis@cityofslt.us	
(530) 542-6005	

Columns Wide:	2	**Ad Class:**	Legals
Total Column Inches:	8.58		
Number of Lines:	43		

10/24/2025: Other Notice	120.41
Internet Flat Fee Charge	40.00
Affidavit flat charge	10.00
Subtotal	$170.41
Tax	$0.00
Processing Fee	$0.00
Total	**$170.41**

NOTICE OF INTENTION
TO FILL A VACANCY
FOR MEMBER OF THE CITY COUNCIL
BY APPOINTMENT

Notice is hereby given that the City of South Lake Tahoe is accepting applications for appointment to the City Council to fill the vacancy created by the resignation of Tamara Wallace, effective October 13, 2025.

The term of this Council seat is from the date of appointment for the remainder of the term of office until December 2026. To qualify, candidates must be 18 years of age, reside within the City of South Lake Tahoe, and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

Application Period: October 24 to November 12, 2025, at 4 p.m.

Applications: Applications are available on the City Council website, at City Hall during normal business hours, or by contacting the City Clerk, Susan Blankenship, 530-542-6005 or sblankenship@cityofslt.gov Applications must be submitted to the City Clerk by November 12, 2025, at 4 p.m.

Appointment by City Council: At the November 18, 2025, regular City Council meeting, each qualified applicant will be asked to make a 3-minute presentation to the City Council. The applicant may then be asked to respond to questions the City Council may have regarding their presentation or application. At the conclusion of interviews, the Council may pass a motion appointing a member to serve the remaining term of office.

Susan Blankenship, City Clerk
530-542-6005
sblankenship@cityofslt.org

Published: October 24, 2025

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST MIDDLE INITIAL LAST
Dyna L Boen

[redacted] S CITY STATE ZIP CODE

MAILING ADDRESS (if different): P.O. BOX CITY STATE ZIP CODE
https://landing.escalent.co/how-the-ev-revolution-will-upend-the-energy-retail-and-tech-landscapes

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted]

Escalent

EDUCATION/EXPERIENCE:

BS Degree from Oregon State University, Currently EMBA student at Stanford University

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Community involvement includes Women's Republican group, Republican dinner with Kevin Kiley, No on Measure N ralley, and Firesafe events.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The role of city council is to serve with integrity, advocate for the community, set policy consitant with public wellfare, and represent the best interests of our voters, businesses, and environment.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:
I have watch city council meetings on the SLT cable channel and reviewed video recordings. I also particpate in regional political conference calls. No conflicts of interest.

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to dis[redacted]

DATE: 10/22/2025 SIGNAT[redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Andrew	W	Contreras

[redacted] CITY STATE ZIP CODE

MAILING ADDRESS (if different): P.O. BOX CITY STATE ZIP CODE

PHONE NUMBER(S): [redacted] EMAIL ADDRESS:

EMPLOYER:
Lake Tahoe Plumbing & Heating

EDUCATION/EXPERIENCE:

Bryant University, US NAVY Engineering

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Lake Tahoe Cleanups. Special Olympics Coach

Licensed Backflow Tester

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Setting policy, passing local laws, approving and overseeing the city budget, allocating funding, regulating land use through zoning, and supervising the administration of city services.

fostering transparent governance, integrity, commitment to the lake environment and the residing community.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification [redacted]

DATE: 10/29/2025 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Robert (Bobby)	V	Gonzales

Voter Registration Address S [redacted] CITY STATE ZIP CODE

MAILING ADDRESS (if different): P.O. BOX CITY STATE ZIP CODE

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted]

EMPLOYER:

EDUCATION/EXPERIENCE:

Double Major at LTCC. Criminology at UCI. Gigabytes of Long-Term Research Projects & Business/Advocacy Plans.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Digital Outreach for Brooke Laine 2016. Inaugural Women's March Planning 2016. Advisor for Stacey Ballard 2020.

Early-Stage Police Advisory Commission Development 2020. Abolish Special Interests in SLT.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Strategic Goal #1: Ability for Everyone Who Works Here to Live Here

Revised Stateline Revitalization/Looproad Etc Conditions. Annexation Plan Conditions. Clean Up Tax Code. Vacant Seat: Reconstruct City Code. Etc.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

_____

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 10/24/25 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

Bobby Gonzales

[redacted]

SUMMARY: An independent student of the doctrines of comparative fundamental law, social psychology, historical anthropology, and criminal justice who has received a scholarship at the University of California, Irvine to study criminology.

EDUCATION:

- **Graduated from South Tahoe High School in June of 2013.**
  - Physics, Psychology, and Film Production as electives.
  - Senior Project on Voting, Petitioning, and Democracy.
- **Independently studying Constitutional Law since August of 2014.**
  - Idealized Possible "Discovery Project" Graduate Dissertation Outline, 2015.
  - Outlined and Developed "Mathematical Functions of Law" Thesis, 2022.
- **Independently "studying" Ancient History as a hobby since September of 2018.**
- **Graduated from Lake Tahoe Community College in June of 2020.**
  - Led "Local Investigation" as Parliamentarian of the Ecology Action Club in 2015.
  - National Society for Leadership and Success chapter member since 2019.
  - Double Major in Social Sciences and Arts & Humanities.
- **CA Scholarship for Criminology at University of California, Irvine in September 2020**

VOLUNTEER EXPERIENCE:

- **Assistant Coach for Boys and Girls Club Junior Giants, 2005-2010.**
  - Lifelong baseball player, showcases & camps.
  - Involved leading warm-up drills and training techniques & exercises, providing personal guidance, and motivating order.
- **Assistant Instructor at Tiger Kim's Taekwondo Academy Lake Tahoe, 2006-2013.**
  - Martial Arts since 2000: 1st Dan in Taekwondo & Tangsoodo, unranked in Aikido.
  - Involved leading warm-up drills and various hand-to-hand/weapon combat training techniques & exercises, providing personal guidance, and dispensing order.
- **Volunteered w/ Soroptimist at Lake Tahoe Celebrity Golf Tournament, 2005-2017.**
- **Volunteered at Bread & Broth kitchen with St. Teresa's Ministry, 2006-2008.**
- **Digital Outreach w/ Elect Brooke Laine 2016: inventor of "Media Mole Outreach."**
- **Sole Advisor for Stacey Ballard for SLT 2020.**

EMPLOYMENT HISTORY:

- **Safety Guard at Adventure Mountain Lake Tahoe: Winter 2014-2016.** Involved monitoring sledders & pedestrians, directing traffic, handling injuries & unsafe conditions, resolving conflicts, dispensing order, and custodial duties.
- **Reception at Heavenly Inn & Secrets Inn Lake Tahoe: Winter 2018.** Involved scheduling and checking in guests, inspecting and marketing rooms, answering phones, handling money, and maintaining records for two corporate properties.

- **Detail, Sales, and Marketing at Marine Performance: May 2019-Present.** Involves washing, buffing, waxing, cleaning, transporting, appraising, advertising, and selling boats, parts, and services; maintaining shop; and publishing and advertising website material**.**
  - Implementing my Own "Minimal-Intrusion Cash for Car" Business Model, 2020
  - Developed Data-Collection Technique to Gather Intelligence from Competitors in 2020.
  - Declared Top Salesman in Company History in 2021.

PROFESSIONAL REFERENCES:



Brooke Laine	El Dorado County Commissioner, Mother's Frien	
Stacey Ballard	Fine Art of Waiting	Fmr. City Candidate
Mike Tillson	Tillson Law	Fmr. Coach

COVER LETTER: 10+ YEARS OF PROJECTS, PLANS, AND IDEAS TOO REVOLUTIONARY TO GO TO WASTE AS A RESULT OF UC NEGLIGENCE

1. BACKGROUND

I have proven over and over that I am a highly motivated, talented, independent investigator and paralegal. ***Just imagine, if we still do not clearly distinguish between the "objects" and "concepts" which we call "things" within our Nouns!***

I am a first dan black belt certified by the school of Moodukkwan. I am a ten-year independent and university student of constitutional law, social psychology, historical anthropology, and criminal justice with an AA and AS. I would have a triple major if LTCC offered a physical sciences degree. Since a very early age, I have idealized simple answers to update outdated norms in the English Common Law system, such as updated standards of proof to improve both sides of cause and doubt/preponderance. I know when the theories of interpretation cross over into postmodern denial and disparagement of substantive rights by the procedural side on party lines. None of the professionals who I cornered after trying to play "gotcha" on me has ever heard of any "mathematical functions" of law other than the calculus of negligence.

Using basic social psychology, I have developed brief, web-based "marketing guidelines" centered around volunteer-based community-building as well as gigabytes of well-tested, unifying speech and copywrite material. I witnessed how vibrant emails which I sent to many US House members and every Senator at the beginning of 2023 somewhat "relayed communications around the map" in a comical way. I have captivated the attention of large crowds and even delegations of global power in urgent situations, and I can build a captivating, unmatchable narrative. Using the scientific method, I even have cause for probable answers to questions that humanity has been struggling with for up to thousands of years, such as some missing "101" scientific contributions to what most Americans know of today as "the Big Bang." All I am really able to do for myself right now is implement a "minimal intrusion" cash-for-cars business model as it relates to repairs as a hobby.

2. Hypothesis

Since 2022, I have been investigating City, regional, and private planning documents. The purpose of my investigation is to try to explain why for many years leading up to now there has always ended up being such a huge disconnect between the need for affordable housing and the transportation plan that was initially proposed as an alternative to housing. Since then, I have found plenty of evidence of intent, and I am developing my findings now.

We can talk about all of the wonderful-sounding things to work on until the next sunsetting ordinance alongside all of the other such wonderful-sounding things, or we can focus on what seems to be the most obvious, important thing in the immediate short-run (City Strategic Priority #1: Ability for Everyone Who Works Here to Live Here). So here is a long

list of both. And more to come.

3. Immediate Objectives

US 50 Stateline Revitalization CONDITIONS Related to Housing, Transportation, Health.

Clean Up Tax Code.

Address Shortcomings in City Code with Vacant Seats and More.

4. Housing Issues

I engineered a brief affordable housing development plan with cost-efficiency figures "that blow all other plans out of the water" by an incredibly huge margin, agreed to by 3 LA County officials in 2023. I shared revised ideas from this plan designed to combat homelessness in large developed spaces specifically with Mayor Bass last year.

On April 20th of 2023, a state of emergency was declared in LA county as it relates to homelessness and housing. Doing so enables a jurisdiction to take extraordinary measures to cut red tape, reduce the administrative burdens, and expedite processes to make development plans happen.

Many HCD grant opportunities reward affordable housing development plans that include a job-creation element. A local job-creation program built into the housing plans will certainly help the City obtain additional funding opportunities to continue and expand grant-supported activities, and so will my thousands of bookmarks for a wide variety funding opportunities including hundreds for housing!

5. Startup Job Creation

The first plan I ever drafted, shortly after graduating high school, was to cover every square inch of realistic developed space one day in road-quality solar panels in combination with Tesla decentralized "powerpack" batteries. Inspired by my Discovery research project, I developed a framework for class-action/consulting that knows how to generate revenue where most law firms don't. City partnerships can explore a wide variety of auctioneering, retailing, event-holding, and even information-space options in order to generate as much revenue as possible so we can cut taxes as much as possible.

6. Generate Revenue with Parking Enforcement or Help People with Community Service

During the "summer of racial reckoning," the language "defund the police" became popularized. While the premises covered in this section show the statement to be true, I briefly studied the effects of the generally polarizing nature of the language. A better way to phrase the idea could be to say "decentralize policing power over nonpolice issues." The Vera Institute of Justice has published a toolkit for advocacy groups to work towards delegating authority to appropriate professionals in their locality. As an initial project, a

multi-office collaboration could partner with the SLT Police Advisory Council to develop and implement a local pioneer program to hire mental health professionals and experienced conflict managers in order to replace parking enforcement with community service officers.

"People experiencing behavioral health crises are in urgent need of compassion, care, and support—to ease their distress, to keep them safe, and to plan for their ongoing wellbeing. In the vast majority of jurisdictions, police officers—as default first responders for 911 calls—are tasked with meeting these needs. They are often ill-equipped to do so. Indeed, officer involvement can make these situations worse; this is particularly true in Black communities and other communities of color, which have disproportionately shouldered the harms of policing. 1 Research conducted nationwide shows that most Black people, in contrast to most white people, live with the fear that police will hurt them or their family members. 2 The tragic police killings of Daniel Prude, Deborah Danner, Walter Wallace Jr., Joseph DeWayne Robinson, and far too many others experiencing behavioral health crises have driven community demands for systemic change."

7. Development of Relationships with Wasi-Siw Organizations

Western psychologists have been writing on a topic called "precognitive dreaming" for more than one hundred years now, better known in life today as "de'ja'vu." I could fill you as the reader in more on events I've lived through after dreaming about them, as well as the vibrant emails based on similar dreams I sent to many US House members and every Senator in a manner that somewhat "relayed communications around the map."

Ancient prophecies from this continent and around the world speak to the spiritual elements of this new hypothesis to a striking degree. While subdued by my current circumstances, I have begun a project to compile all of these great works. Among existing objectives, publicizing the true magic and power of Lake Tahoe should ideally be stewarded by its indigenous peoples. This project would be useful to change attitudes within divided subcultures in general.

Above, I mentioned the Big Bang. I did not mention how, in astronomy 101 at LTCC in 2013, I discovered the more ancient, mythical elements left out by what astrophysicists at around the same time started calling "the Big Bounce" due to a review of Carl Sagan's mathematical constants as well as conflicts between solar accretion theory, black hole theory, and big bang theory.

8. Past Speechwriting, Business Planning, Word Processing, Copyediting, Citation Checking, and Proofreading

1. The first plan I ever drafted is to cover every square inch of ***realistic*** *developed space in road-quality solar panels in combination with Tesla decentralized "powerpack" batteries.*

2. I used to outline many ***legal framework proposals*** *based on current events. The issues include lethal force by police officers, community-oriented policing with a "community security strategies" twist, local revenue generation, reconstruction of the local City code, reconstruction of tax codes with a write-off system that everyone can understand and love, and constitutional*

amendments.

*3. I drafted hundreds of pages of potential "drain both swamps" speeches for political candidates based on the widespread dissatisfaction with insider government traditions that can get someone like Donald Trump elected, even if he is keeping the bar for substance on "**violent, harmful, and corrupt**" injustice nearly as low as powerful insiders.*

*4. I have formed hypotheses about where ancient artifacts which would support too many existing hypotheses and hypotheses of my own may be found one day when such projects are funded. The topics in question include the timelines of the Mediterranean Sea and the Persian Gulf, the true beginnings of agriculture and civilization, the populating of the Americas, the mythology of cultures around the world, and many **popular mythical topics**.*

*6. I outlined a joint fraternity-sorority framework that would, among other objectives like electoral campaigning**,** enable nonprofits which are working separately on the same objectives to departmentalize and **work together** towards the combined, intended goals.*

*7. Inspired by my Discovery research project, I developed a framework for class-action/consulting that knows how to **generate revenue where most law firms don't**.*

*8. I have developed several **job-creation** business plans for marginalized groups and rural communities for too wide of a variety of creative ideas to list briefly.*

*9. I outlined a major plan to give drug-cartel participants a new start in their countries by **earning** their way into an industrial works program beneficial to the continental economy.*

*10. I engineered a brief affordable housing development plan with cost-efficiency "**that blows the cost figures of all other plans out of the water**" by a huge margin according to 3 LA County officials.*

*11. Since as far back as my solar power plan, I have known of 1930s "100mpg tech" that is still waiting to be improved. Therefore, I idealized a joint plan between several auto manufacturers to compete with the **wastefulness** still seen in the industry today.*

*12. Mostly just an idea at this time, but for years I have developed some slight hypotheses as to how laser technology can be improved. The answers may have a little to do with my project and plan related to existing astronomical theories that have been **expanding** on general and special relativity, quantum mechanics, and Carl Sagan's mathematical constants in the last 30 years.*

*13. After conducting a brief 101 research project in 2024 on granitic rocks that has **outlined major research** on mineralogy in general, I have drafted this brief plan for mining precious metals/rare earths in Mother Lode and Comstock Lode mining districts.*

*14. Since middle school, I have spent time studying the basics of plant medicine, and many friends I have met over the years are interested in the topic of **wholistic medicine** enough to form a*

network to bring a plan to life that competes with the dangers of pharmaceutical drugs.

15. Certain stand-alone professional practices, societal patterns, and social norms have caused me to create a hypnosis case-study to tap into any willing individual's early childhood recall to dig deep into one's inner intuitions for the purposes of education, career, and life planning.

9. Captivating Delegations of Global Power

*1. The increasingly polarized national social environment in 2015 inspired my "Discovery" research project to: **A)** compile and independently investigate campaign/presidential allegations published in the press; **B)** deconstruct constitutional language, interests, cases, and traditions; **C)** use basic social psychology to develop brief, web-based "marketing instructions" centered around volunteer-based community-building as well as gigabytes of well-tested, unifying speech and copywrite material; and **D)** identify and outline numerous of my own unfulfilled "vacuums of demand" for start-up business opportunities.*

2. I owned a website which outlined my vast findings from point 1A above, where I only published the "non-high-sensitive" allegations circulating in circles about Donald Trump in the press, and this information was conveniently constituted of the same press allegations sent to fmr. Rep. Adam Schiff by the National Enquirer in 2018. I also owned "recalljoebiden.org" with unifying, informative "Constitution 101" legal introductory education pages that were designed for the opposite political views.

3. I sent a proposal letter for Investigation and Prosecution of Mass Homicide by the US State Department to State AGs, Special Counsel Robert Mueller, Special Counsel Jack Smith, and multiple congressional committees from 2020-2024.

*4. The initiation of the 2022 war in Ukraine inspired my "Operation Make Waves at the UN" project to **A)** prompt UN ambassador's to remind their leaders of any leverages in relation to high risks around the world that come with warring geopolitical, nuclear superpowers during February of 2022; **B)** prompt UN ambassadors to remind their leaders of any leverages against warring geopolitical, nuclear superpowers when it comes to the topic of "the global south" during July of 2022; and **C)** prompt UN ambassadors to remind their leaders of any leverages in favor of a "Russia-Ukraine narrative" to end the war and jointly develop the undeveloped vastness in eastern Russian territory in December of 2024.*

5. My Discovery research project, which included sending point C materials to presidential campaigns in job applications for the last three election cycles, inspired my attempts to seek employment during the 2024 cycle with Tulsi Gabbard, Vivek Ramaswamy, and others in a way that has undeniably shaped the "drain the swamp" narrative.

*6. The events surrounding the stalled reelection of House Speaker Kevin McCarthy in January of 2023 inspired my "Operation Mayra Flores" project to **A)** creatively nominate fmr. Rep. Mayra Flores myself in the face of such a lack of creativity by emailing the general inboxes of every Senator and of House members whose names I've heard of; **B)** call*

*out the modern Chinese "opium war" that no politician ever called out by name before that moment; and **C)** somewhat "relay communications around the map" by causing fmr. Rep. Matt Gaetz to chat with Rep. Alexandria Ocasio Cortez on the final night of the very still, quiet extended session, which is something he likely wouldn't have done on his own accord.*

*7. 2023 congressional rhetoric about "invading Mexico" inspired my "Operation Quetzalcoatl" project to **A)** send a broader version of my message to members of Congress to high-ranking officials in the Mexican government with a "reformatory jobs program" outline; **B)** email high-ranking officials of the US Joint Chiefs of Staff asking whether it would be worth submitting a relatable job application despite my lack of normal military qualifications; and **C)** provoking a cryptic response out of Gen. Mark Milley during a congressional hearing about relevant legal authority.*

*8. 2023 events published in western media inspired my "Operation Global Deep State" project to incite public acknowledgments from world leaders by **A)** emailing Indian Prime Minister Narendra Modi about the narrow scope of events published in western media; **B)** tweeting at German Prime Minister Olaf Scholz about an inside joke from my UN correspondences; **C)** tweeting at fmr. Phillipines President Rodrigo Duterte about a CA police inside joke on "California County prison;" **D)** tweeting at ECOWAS nation's and AU leaders about alternatives to starting a war over the coup in Mali; **E)** tweeting at Ethiopia Prime Minister Abiy Ahmed about an alternative to signing an agreement with Somaliland after it was too late; and **F)** caused Elon Musk to panic and lie about it.*

9. I am currently representing myself in complex, high-impact litigation to impose requirements on administrative proceedings similar to body camera requirements for law enforcement officers.

10. GOVTJOBS.COM SKILLS & STUDIES

***2014-2019)** Web Development, Public Speaking, Speech Drafting, US CONST Amds., CRJ 101-104, General Provisions & Codification, State's Decs., Research/Analysis, Investigation, Event-Planning, Marketing Strategizing.*

***2020-2025)** Copywriting, Digital Advertising, Dataset Management, US CONST Arts., Judicial Power, Standards of Proof, Forms of Liability, Justiciability, Negotiation & Acquisition, Bottom Functions of Law.*

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Alberto	Fernando	Manfredi

Voter Registration Address: STREET ADDRESS [redacted] CITY STATE ZIP CODE

MAILING ADDRESS (if different): P.O. BOX [redacted] CITY STATE ZIP CODE

PHONE NUMBER(S): [redacted] EMAIL ADDRESS: [redacted]

EMPLOYER:
Retired - Military Intelligence Officer and CEO Manfredi LLC

EDUCATION/EXPERIENCE:

See attached: Resume, Cover Letter, Bio, and Exec. Summary - Manfredi Act. I Edu: Ph.D. (ABD) Human Development, M.B.A., M.A., & B.S.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

El Dorado County Community Action Council, SLT Police Advisory Commission, SLT Building Board of Appeals Commission

SLT Airport Land Use Commission, and Authored The Alberto Fernando Manfredi Homeowner Rights and Fairness Act of 2025

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Please see the attached document "RESPONSIBILITIES OF THE CITY COUNCIL"

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

None

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: October 24, 2025 SIGNATURE: Alberto Fernando Manfredi Digitally signed by Alberto Fernando Manfredi Date 2025.10.24 12:50:54 -07'00'

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

Application Attachment "RESPONSIBILITIES OF THE CITY COUNCIL"

ALBERTO F. MANFREDI, MBA, MA, Ph.D. (ABD)
(Retired Military Intelligence Officer)
[redacted]

City of South Lake Tahoe - City Council Application

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL, AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The City Council bears the solemn responsibility of stewardship, transparency, and leadership to safeguard the City's resources, uphold the public trust, and ensure that every policy advances the long-term well-being of our residents and the protection of our shared environment. Council members must model accountability, equity, and innovation while aligning their decisions with our community's Strategic Plan and values.

If appointed, my focus will be on strengthening public safety, expanding housing opportunities, promoting fiscal integrity, and ensuring transparent governance, all in alignment with the City's 2025–2030 Strategic Priorities. I will work to:

• Support housing and workforce stability so that everyone who works here can afford to live here.

• Enhance public safety readiness through modern emergency management and interagency coordination.

• Advance sustainability and environmental stewardship by supporting clean energy and carbon-neutral initiatives.

• Encourage economic diversification through regenerative tourism, local entrepreneurship, and workforce development.

• Improve digital and operational efficiency to make city services more accessible, accountable, and responsive.

My career, from the battlefields and intelligence corridors of U.S. national defense to legislative authorship and civic service, has been guided by one principle: that leadership means protecting people, upholding justice, and building systems worthy of public confidence. I will bring the same discipline, integrity, and strategic perspective to the City Council, ensuring that South Lake Tahoe remains a resilient, inclusive, and sustainable community for generations to come.

ALBERTO F. MANFREDI, MBA, MA, Ph.D. (ABD)
(Retired Military Intelligence Officer)
[redacted]

SUMMARY

A decorated combat veteran, intelligence officer, and scholar-practitioner, Mr. Manfredi brings more than twenty-five years of distinguished service across the U.S. Marine Corps, U.S. Army, Defense Intelligence Agency (DIA), and NATO. He served in combat and counter-terrorism operations, leading Force Recon and HUMINT/Counterintelligence missions during the Global War on Terror. His career is marked by key contributions to the rescue of PFC Jessica Lynch, counter-terrorism operations in Argentina, and a direct field briefing to President George W. Bush on critical intelligence operations.

Building on this front-line experience, Mr. Manfredi applies the same discipline, ethics, and moral clarity that defined his military career to public service and legislative reform. As the author of Assembly Bill 2025, The Alberto Fernando Manfredi Homeowner Rights and Fairness Act, he advances transparency, accountability, and homeowner protection throughout California.

A results-driven intelligence professional, educator, and policy innovator, Mr. Manfredi combines deep expertise in All-Source Intelligence, Counterintelligence, and National Security with doctoral-level research in human development and trauma science. His work integrates operational precision, ethical leadership, and community-centered policy design to strengthen public trust, empower residents, and enhance the well-being of veterans, first responders, and California families.

EDUCATION

2026
Doctor of Philosophy in Human Development
Fielding Graduate University, Santa Barbara, CA.
Ph.D. (ABD) until the completion of my dissertation in 2026

2024
Master of Arts in Organizational Development & Change
Fielding Graduate University, Santa Barbara, CA.

2022
Master of Business Administration
Columbia Southern University, Orange Beach, AL.

2021
Evidence-Based Coaching Certification
Fielding Graduate University, Santa Barbara, CA.

2009
Bachelor of Science in Criminal Justice Administration
Columbia Southern University, Orange Beach, AL.

LEGISLATIVE AND RESEARCH LEADERSHIP

Doctoral Dissertation - "Quantum Neurobiology of Trauma: A Multidisciplinary Inquiry into the Neural and Energetic Signatures of PTSD and TBI."
Explores the intersection of trauma, neurobiology, and leadership systems to advance evidence-based resilience strategies for veterans and first responders.

Author, Assembly Bill 1025 - The Alberto Fernando Manfredi Homeowner Rights and Fairness Act of 2025 ("The Manfredi Act")
Proposed measure establishing the *California Homeowner Association Oversight Authority*, an independent regulatory body to strengthen homeowner protections, fiduciary accountability, and transparency in common-interest developments.

Comprehensive HOA reform correcting structural inequities in the 1985 Davis–Stirling Act by establishing state oversight, codifying homeowner due-process rights, and mandating public financial transparency.

My priorities align closely with the City's 2023–2028 Strategic Plan.
Focused on advancing the City of South Lake Tahoe's Strategic Plan priorities: housing and workforce stability, transparent governance, sustainable development, and community safety.

CORE SKILLS

- Legislative Policy Development
- Intergovernmental Relations
- Strategic Planning
- Veterans Advocacy
- Intelligence & Security Analysis
- Organizational Leadership
- Budget & Fiscal Oversight
- Risk Mitigation
- Community Engagement
- Public Accountability

EXPERIENCE

August 2022 - Present
Founder / CEO
Manfredi Development Corporation, South Lake Tahoe, CA
DBA, Manfredi Development Group

- Lead feasibility and planning studies for residential and commercial development projects.
- Coordinate with surveyors, lenders, and public agencies to ensure legal and financial compliance.
- Prepare pro-forma financing packages, market surveys, and site analyses.

October 2019 - Present
Founder / CEO
Fernando Manfredi LLC, South Lake Tahoe, CA

- Executive Consulting.
- Provide executive coaching focused on leadership, communication, and stress management.
- Design evidence-based performance improvement programs for individuals and organizations.

March 2014 - October 2019

Business Owner

Gunny's Call Ink, Virginia Beach, VA

- Partnered with military and nonprofit organizations to design and distribute apparel.

June 2008 - April 2014 (RETIRED)

Intelligence Officer

U.S. Army Reserves, JFCOM, Norfolk, VA (Retired)

- U.S. Joint Forces Command, Joint Intelligence Operation Center (JIOC), 1st Lieutenant,
- All-Source Intelligence Officer (35D) responsible for fusing HUMINT, CI, SIGINT, and GEOINT intelligence.
- Produced analytical briefings and mission reports for senior joint-force command.
- Served as Subject Matter Expert (SME) for CI/HUMINT interrogation and NATO CJ2X training.

August 2010 - August 2011

Intelligence Officer / Interrogations / Counterintelligence

U.S. Defense Intelligence Agency, Washington, D.C.

- Served in the DIA Office of Field Operations Global Division, supporting multi-national HUMINT training under USEUCOM J2X.
- Represented DIA at the NATO School of Intelligence in Oberammergau, Germany, delivering instruction in counterintelligence, interrogation, and J2X operations.
- Authored and implemented the certified NATO CJ2X curriculum for U.S. and allied intelligence officers.
- Advised on the integration of HUMINT, CI, and security functions across NATO and U.S. joint operations.

November 2009 - August 2010

Intelligence Instructor / DIA

General Dynamics, Norfolk, VA

- Worked closely with the USJFCOM director for intelligence (J2) to develop and integrate joint intelligence solutions to warfighting commanders through direct support in the planning and execution of joint exercises.
- Coordinated with national agencies to gather intelligence data and products to satisfy exercise training objectives.

August 2007 - June 2009

Consultant

Sierra Vista, AZ

- Developed a course curriculum on intelligence-gathering tactics.
- Developed a standardized questioning guide that all U.S. military forces can use.

August 2006 - June 2007

Senior Lead Instructor

Harding Security Associate, Fort Huachuca, AZ

- HUMINT/Interrogator Senior Instructor for the Army Interrogation Course.
- Provided training, evaluation, and assistance to students and instructors.

APRIL 1982 - JULY 2004 (RETIRED)
Commander/Interrogator/Counterintelligence Team Chief
U.S. Marine Corps Reserve, Camp Pendleton, CA / IRAQ

- Led CI/HUMINT Interrogator Team during Operation Iraqi Freedom, coordinating intelligence collection and debriefing operations.
- Contributed actionable intelligence supporting the successful rescue of PFC Jessica Lynch.
- Instructed at the Navy–Marine Corps Intelligence Training Center (Dam Neck, VA) and supported the U.S. Joint Forces Intelligence School.
- Recognized for exemplary leadership, integrity, and interagency collaboration.

September 2001 - October 2006
Founder/CEO
Semper Fi Inc., Folsom, CA

- Established and grew a new customer base with government agencies.
- Developed and maintained relationships with business, military, and government representatives.

September 1983 - September 2001
Director of Manufacturing
Avanti Manufacturing, Sacramento, CA

- Responsible for efficient operations at all levels of manufacturing.
- Managed multi-functional production departments and guided subordinates to meet goals
- Cut costs by 40% by streamlining processes and sourcing materials efficiently.

LEGISLATIVE AND COMMUNITY SERVICE

- Author & Sponsor - *The Alberto Fernando Manfredi Homeowners' Rights Act* (2025)
- Member - South Lake Tahoe Police Advisory Commission
- Member - South Lake Tahoe Building Board of Appeals
- Member - South Lake Tahoe Airport Land Use Commission
- Member - El Dorado County Community Action Council

SECURITY CLEARANCE (Retired)

- TOP SECRET - SCI - Poly / NATO (2015)

ALBERTO F. MANFREDI, MBA, MA, Ph.D. (ABD)
(Retired Military Intelligence Officer)
[redacted]

Cover Letter

October 24, 2025

Mayor Cody Crisler and Members of the South Lake Tahoe City Council
City of South Lake Tahoe
1901 Lisa Maloff Way
South Lake Tahoe, CA 96150

RE: Application for Appointment to the Vacant City Council Seat

Dear Mayor Crisler and Members of the Council,

I am writing to formally express my interest in being considered for appointment to the vacant seat on the South Lake Tahoe City Council. Having served the City and County in several civic and advisory roles, including the South Lake Tahoe Police Advisory Commission, Building Board of Appeals, Airport Land Use Commission, and the El Dorado County Community Action Council, I have gained a deep appreciation for how local policy directly shapes community trust, safety, and opportunity.

My professional background spans more than twenty-five years in public service and leadership. As a retired U.S. Marine Corps Gunnery Sergeant and U.S. Army Intelligence Officer, I have learned that transparency, discipline, and accountability are not abstract ideals, but rather daily practices that sustain good governance. Following my military service, I founded Manfredi Development Corporation and Fernando Manfredi LLC, applying evidence-based leadership and civic engagement principles to local development, coaching, and policy initiatives.

In 2025, I authored The Alberto Fernando Manfredi Homeowner Rights and Fairness Act of 2025 (“The Manfredi Act”), a comprehensive legislative proposal for the State of California designed to strengthen transparency, fairness, and accountability within homeowners’ associations. The Manfredi Act draws upon decades of service, research, and advocacy, reflecting my conviction that the same values open government, equitable treatment, and respect for all residents should guide our local leadership.

The Davis–Stirling Act, enacted in 1985, created the original HOA framework in California, a system that has too often favored boards and management companies over the homeowners they serve. The Manfredi Act corrects this 40-year imbalance, restoring fairness, transparency, and accountability to HOA governance while ensuring that public oversight protects homeowners rather than private interests.

If appointed to the Council, I would prioritize:

• Public safety and civic trust through proactive community engagement;
• Transparent governance and fiscal accountability in city decision-making;
• Sustainable development and affordable workforce housing; and
• Advocacy for veterans, seniors, and working families, ensuring inclusion in city policy.

My priorities align closely with the City's 2023-2028 Strategic Plan, particularly its focus on housing affordability, sustainable development, transparent governance, and community resilience. I share the Council's commitment to ensuring that everyone who works here can afford to live here, protecting our natural environment, and maintaining South Lake Tahoe's character as both a thriving community and a global destination

From the global battlefield to the local community, my work has always centered on accountability, justice, and service. The Alberto Fernando Manfredi Homeowner Rights and Fairness Act of 2025, named in honor of this mission, embodies the same principle that guided my years in uniform and my current civic service: that leadership means standing against injustice, protecting the vulnerable, and ensuring that power serves the public good.

Thank you for your consideration and for your continued service to our City. It would be an honor to contribute my experience, integrity, and commitment to the South Lake Tahoe City Council.

Warmest regards,

Alberto F. Manfredi

Alberto Fernando Manfredi

STATE OF CALIFORNIA - 2025–2026 LEGISLATIVE SESSION

EXECUTIVE SUMMARY

The Alberto Fernando Manfredi Homeowner Rights and Fairness Act of 2025

("The Manfredi Act" Restoring Integrity, Transparency, and Accountability in California Homeowner Governance)

Purpose and Overview

The Alberto Fernando Manfredi Homeowner Rights and Fairness Act of 2025 ("The Manfredi Act") is named in honor of its author, a man whose life reflects an unwavering commitment to justice and civil rights, from his involvement in the global fight against terrorism to his advocacy for homeowners across California. Alberto Fernando Manfredi, M.B.A., M.A., Ph.D. (ABD) is a decorated U.S. Marine Corps and U.S. Army intelligence officer whose service included Force Recon, counter-terrorism operations, and intelligence instruction for NATO. Following a distinguished career in national security, he turned his focus to combating systemic inequities in homeowner governance, drafting this landmark legislation to restore transparency, accountability, and fairness statewide.

His Operational and Research Legacy

Mr. Manfredi's distinguished operational career is marked by extraordinary achievements:

• **Argentina Counter-Terrorism Operation:** Instrumental in capturing two terrorists in Argentina, neutralizing a major threat known only to General Peter Pace and a select team.

• **Rescue of PFC Jessica Lynch:** Conducted the six-hour interrogation that produced the intelligence enabling the successful rescue operation.

• **Presidential Briefing:** In 2003, briefed President George W. Bush directly on interrogation and counterintelligence operations in Iraq.

Following his decorated service, Mr. Manfredi redirected his focus to academic research into trauma and the human brain. He holds a B.S. in Criminal Justice, an M.B.A., and an M.A. in Organizational Development & Change, and is completing a Ph.D. in Human Development (ABD). His doctoral research explores the intersection of Post-Traumatic Stress Disorder (PTSD), Traumatic Brain Injury (TBI), and quantum neurobiology. By using advanced technologies to identify and model the "quantum collapse" and neurobiological analogs of trauma-induced breakdowns, his research applies scientifically grounded methodologies at the intersection of neuroscience, quantum theory, and human development.

The Act translates a lifetime of disciplined leadership and human rights advocacy into a legislative framework that protects Californians' most important investment: their homes. The Manfredi Act establishes Division 4.5 of the California Civil Code, creating a new framework for transparency, integrity, and accountability in the governance of common-interest developments (homeowners' associations). It reforms the legal standards, financial controls, and dispute-resolution systems that affect nearly 14 million Californians living under HOA governance.

KEY OBJECTIVES

• **Restore Accountability:** Reforms the *Business Judgment Rule (BJR)* and abolishes *judicial deference* that previously insulated HOA boards and management companies from liability.

• **Ensure Transparency:** Mandates open financial records, proactive disclosure of contracts, and annual independent audits.

• **Create State Oversight:** Establishes the California Homeowner Association Oversight Authority, a regulatory body with the power to investigate, audit, and enforce compliance across all HOAs.

• **Protect Homeowners' Rights:** Provides direct civil remedies, whistleblower protections, due process in disciplinary hearings, and safeguards against retaliatory or discriminatory practices.

• **Combat Corruption and Mismanagement:** Enacts the HOA Anti-Corruption and Fair Practices Act to prohibit kickbacks, predatory management contracts, and conflicts of interest.

• **Enhance Fairness in Financial Practices:** Requires member-ratified budgets, limits assessments and foreclosures, and ensures hardship accommodations and fair collection procedures.

STRUCTURAL HIGHLIGHTS

The Act comprises 23 chapters and codifies Civil Code §§ 4125 - 4128. It reforms governance, fiduciary standards, financial accountability, architectural and property rights, member participation, due process, disability rights, and management company licensing. It also creates the California HOA Oversight Authority and standardizes ethical practices across associations.

LEGAL REFORMS

• **Conditional Business Judgment Presumption (§ 4125)** - HOA boards must affirmatively prove good faith, proper inquiry, and compliance with law to claim BJR protection.

• **Abolition of Judicial Deference (§ 4128)** - Courts must review HOA actions *de novo*, ensuring equal access to justice.

• **Whistleblower and Anti-Retaliation Protections** - Civil penalties for retaliation, selective enforcement, or suppression of member rights.

• **Mandatory Transparency** - All contracts over $10,000 and audit results must be publicly disclosed via the state database.

IMPLEMENTATION AND IMPACT

The Davis–Stirling Common Interest Development Act became law on January 1, 1985, when California had relatively few homeowners' associations. Forty years later, that statute has evolved into a framework that primarily protects HOAs, board members, management companies, insurers, and association attorneys, while offering limited protection to homeowners themselves.

The Alberto Fernando Manfredi Homeowner Rights and Fairness Act of 2025 corrects this imbalance. Effective January 1, 2026, the Act will be administered by the Business, Consumer Services, and Housing Agency, with funding provided by a $2-per-unit monthly regulatory fee. It represents the most comprehensive HOA reform since Davis–Stirling, ending judicial deference and restoring fairness, transparency, and accountability to California's HOA governance system.

By establishing direct state oversight, codifying homeowner due-process rights, and mandating public financial transparency, the Act ensures that HOA governance serves the public interest, not private or corporate advantage

ALBERTO F. MANFREDI, MBA, MA, Ph.D. (ABD)
(Retired Military Intelligence Officer)
[redacted]

BIOGRAPHICAL SUMMARY

Alberto Fernando Manfredi, M.B.A., M.A., Ph.D. (ABD) is a decorated combat veteran, distinguished intelligence officer, and pioneering academic researcher. Beginning his service at the age of 17 in the elite ranks of the U.S. Marine Corps, where he served in Force Recon, Interrogator, and Counterintelligence. Later, after he retired from the U.S. Marine Corps, he was brought out of retirement and into the U.S. Army as an Intelligence Officer and was recruited into the Defense Intelligence Agency as an Intelligence Officer and subject-matter expert on Interrogation, Counterintelligence, Security, and NATO. His strategic insights shaped NATO doctrine as an instructor and advisor at the NATO School of Intelligence in Germany.

His operational achievements include critical roles in the Argentina counter-terrorism operation, the rescue of PFC Jessica Lynch, and a direct field briefing to President George W. Bush during the Iraq conflict. Transitioning from the battlefield to academia, Mr. Manfredi now leads doctoral research at Fielding Graduate University on the quantum neurobiology of trauma, work that aims to prevent veteran suicide through advanced neurological science.

As the author and namesake of The Alberto Fernando Manfredi Homeowner Rights and Fairness Act of 2025, he continues his fight for justice on the home front. The Act reflects his belief that civic leadership carries the same moral weight as military command: to stand against injustice, protect the vulnerable, and ensure that power is accountable to the people it serves.

The Davis–Stirling Common Interest Development Act, which became law in 1985, laid the foundation for HOA governance in California at a time when such associations were few. Four decades later, its protections primarily benefit boards and corporate stakeholders rather than the homeowners themselves. The Alberto Fernando Manfredi Homeowner Rights and Fairness Act of 2025 corrects this imbalance. Effective January 1, 2026, it establishes direct state oversight through the Business, Consumer Services, and Housing Agency, marking the most comprehensive HOA reform in California history and restoring fairness, transparency, and accountability to the governance of common-interest communities.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST Gared MIDDLE INITIAL LAST Moses

Voter Registration Address STREET ADDRESS CITY STATE ZIP CODE

[redacted]

EMPLOYER: Self: SF Garden Care LLC

EDUCATION/EXPERIENCE: I built an ornamental garden company in San Francisco (20 years), and moved to South Lake Tahoe in 2019. I have experience with management, employees, finance, marketing, complaint handling. I'm college educated.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

I see this position as a job for making decisions, based on the information available. I'd like to be involved in local projects to help keep South Lake Tahoe a nice, safe place to live and vacation. I have the time and the energy to commit to these duties.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES [ ] NO [X]

Please list any potential conflict of interests that you may foresee if appointed to the City Council: N/A

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [X] NO [ ]

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualificatio[redacted]

DATE: 10/31/25 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST NERISSA | MIDDLE INITIAL A | LAST MURIN

Voter Registration Address | STREET ADDRESS | CITY | STATE | ZIP CODE

[redacted]

EMPLOYER: SELF-EMPLOYED

EDUCATION/EXPERIENCE: AA SPANISH & EARLY CHILDHOOD EDUCATION

31 YEAR RESIDENT, 24 YEAR SMALL BUSINESS OWNER

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

MY HUSBAND AND I HAVE SUPPORTED/DONATED TO JUST ABOUT EVERY ORGANIZATION IN SLT

NO DIRECT AFFILIATIONS

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

THE RESPONSIBILITIES ARE DEFINED, THE APPROACH IS PERSONAL.

I HOPE TO SUPPORT PROGRESS THAT FITS OUR COMMUNITY.

ENCOURAGE SMART GROWTH WHILE PROTECTING SMALL TOWN FEEL + NATURAL BEAUTY

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 10/30/2025 SIGNATURE [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

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sblankenship@cityofslt.gov
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1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST MIDDLE INITIAL LAST
CHRISTOPHER C. NEAL

Voter Registration Address STREET ADDRESS CITY STATE ZIP CODE
[redacted]

MAILING ADDRESS (if different): P.O. BOX CITY STATE ZIP CODE

PHONE NUMBER(S): EMAIL ADDRESS:
[redacted]

EMPLOYER:
UPMC

EDUCATION/EXPERIENCE:

B.A. Political Science, UCLA, '00; M.A. Security Studies, Naval Postgraduate School, '10. LtCol USMC, Ret. '22, Curr: Soft. Engineer

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Current: Barton Health SNF Volunteer, American Corporate Partners Mentor, ENGin English Instructor, VFW life member

Past: Past: East Fork FD, Douglas County CASA, ICanShine Reno, Main Street Gardnerville, Mt Lebanon (PA) FD

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The council needs to understand the needs of the community and achieve their goals to the maximum extent possible given fiscal and legal realities. I aim to restore trust and confidence in the city council to be a staunch advocate for the city's growth and prosperity.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:
None

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?
YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualifica[redacted]

DATE: 10/23/2025 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
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Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
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South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

[illegible] meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Joe	M	Soave

Voter Registration Address	STREET ADDRESS	CITY	STATE	ZIP CODE
[redacted]				

PHONE NUMBER(S): [redacted] EMAIL ADDRESS: [redacted]

EMPLOYER:
SingleTrack Accounting (Accounting Manager & CPA) and Joe Soave, CPA (sole proprietor)

EDUCATION/EXPERIENCE:

Masters in Accountancy from Wake Forest University; CPA, auditor & consultant for over 20 years; owner/operator of Keys Cafe in SLT 2008-2014

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Former volunteer for Tahoe Heritage Foundation, USFS, and SOS Outreach

Current audit committee member of Kalliopeia Foundation; annual participant in Tahoe Summit

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

To serve the city as stewards of its finances, managers of its services, and protectors of its quality of life and community

I hope to contribute to long-term and common-sense solutions for the city's finances & economy, housing, and environmental concerns

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

None

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 10/24/2025 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
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1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST Melissa MIDDLE INITIAL A LAST Soderstan

Voter Registration Address STREET ADDRESS [redacted] CITY STATE ZIP CODE

MAILING ADDRESS (if different): P.O. BOX CITY STATE ZIP CODE

PHONE NUMBER(S): [redacted] EMAIL ADDRESS:

EDUCATION/EXPERIENCE:
20 years of active community organizing and engagement. Steering committee for National non-profit. Team lead w/ online bipartisan civics group.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:
Head Start teacher. PTA, site safety committee and volunteer LTUSD. L.E.A.B. Board Member. BEAR League Volunteer. Active participation with all local agencies. Eco-Integrity Alliance Board Member.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?
To actively engage with all community members and stakeholders to facilitate an healthy, safe and vibrant space to support all humans and our environment. I hope to continue building on the efforts of the past few councils while promoting a more ecologically balanced approach.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?
YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 10/26/25 SIGNATURE [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST Samantha MIDDLE INITIAL R LAST Turle

Voter Registration Address STREET ADDRESS [redacted] CITY [redacted] STATE [redacted] ZIP CODE [redacted]

EMPLOYER: H & H Ohana

EDUCATION/EXPERIENCE: Some college, PTA Board, Youth Hockey Board

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

On the Board for Youth Hockey, Was on Board for Meyers Elementary, Joined Restaurant Association.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Creating and Approving the City Budget, Overseeing city services and departments, Managing land use and Zoning. Making ordinances.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES [X] NO [ ] Online

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

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YES [X] NO [ ]

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 10/28/2025 SIGNATURE: [redacted]

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CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

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NAME: FIRST Brett | MIDDLE INITIAL J | LAST Richardson

[redacted]

MAILING ADDRESS (if different): P.O. BOX CITY STATE ZIP CODE

https://landing.escalent.co/how-the-ev-revolution-will-upend-the-energy-retail-and-tech-landscapes

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted]

EMPLOYER:

Visa Inc. - Director, Portfolio Operations - One Market Plaza, Suite 600, San Francisco, CA 94105

EDUCATION/EXPERIENCE:

Masters: CU Boulder (Engineering Management). Bachelors: University California, Santa Barbara (Eco

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Current: Barton Patient Family Advisory Council

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The Council shapes policies to promote sustainable growth, protect our natural environment, and enha

If appointed I would strengthen engagement, ensure transparency, and drive decisions that reflect the v

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

none

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 10/24/2025 SIGN [redacted]

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CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

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NAME: FIRST	MIDDLE INITIAL	LAST
Francois	G	Inshaw

[redacted]

PHONE NUMBER(S): 530-314-8012

EMAIL ADDRESS: inshaw94@yahoo.com

EMPLOYER: SnowShadow LLC

EDUCATION/EXPERIENCE:

LTCC, UC Davis/ 30 years LT resident and local business owner

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

LTCC student council president, Boyscouts

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The city council should protect SLT for the citizens, businesses and environment

I would like to increase year-round recreational opportunities and events

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

e-scooters

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11-03-2025 SIGNATURE: [redacted]

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Life Goals

I think the best way to talk about why I feel I am qualified to be appointed to the city council is by talking about my life goals.

1St Life Goal - Education

Having spent my high school years in the Bay Area, I quickly grew tired of the traffic and congestion of commuting to work and sought to escape for a simpler life. I had traveled to South Lake several times, so it was a natural draw, add in the Community College and I sold it to myself as my logical future. I moved to SLT 5 days after being called with a job offer to be a lift'ty. Over the years of learning what it took to support myself in this town in the mid 90's my few attempts at education, including failing calculus, were put aside for sustenance.

2nd Life Goal – Own a House

Over the years I worked many jobs, forever searching for year-round stable employment. I watched as affordable house values increased, doubling and then doubling again; I quickly realized that I would soon be priced out of ever owning a home, in what had become my home. What kept me from buying was stable employment, so I realized my best solution was to create a job with a stable company. With a large background in photography and photo processing I set my sights on a local photo concessions company. I entered as a part time lab technician and a year later I was flying around the country servicing their venues. This job finally gave me the income and stability to purchase my first house. Over the next several years I concluded that, for me to move my income to the next level, I was going to need a college degree.

1st Life Goal – Education

To finally achieve my college goal, I concluded I needed to sell my house; this was so I could concentrate on my studies and be assured success. I managed to sell my first house in Spring of 07 and returned to LTCC fall 07 as a full-time student, living in a motor home at a local campground.

Thanks to my college counselor, when I returned to LTCC I was put into Calculus. This was despite my objections of not having done math for at least 15 years and my previous failure, ignoring me the counselor insisted that I needed to take the class due to class timing and that despite my desire to get a business degree, I was an engineer, and I needed to stop fooling myself.

During my time at LTCC I was elected Student Council president; during my term a motion to change the name of the college, to drop the “community” from its name, was brought forward. Many students saw this change as the status quo of the day. I felt this change was a travesty, as the community part of the name is what had drawn me to Tahoe in the first place and to me struck to the core of what I thought LTCC was. After recruiting some fellow council members, together we spearheaded a stop to the name change which culminated in a full student body vote. There is no doubt in my mind that LTCC taught me what a community is and fully embraced me into its community. When I transferred to UC Davis, I quickly realized how special the LTCC community is.

Thanks to one college counselor’s instance I left UC Davis with a Mechanical Engineering and Materials Science and Engineering education.

Life Goal 3 – Stable income to support a family

As my time at Davis ended, my focus was to get back to Tahoe and getting into lift maintenance seemed like the best option for me. After getting my foot in the door at one resort I was recommended into a lift maintenance position at the gondola. Which took me on a stair step of growth from resort to resort until I got to manage a lift maintenance department, only 7 years later, where I got to give back and help educate new lift maintenance personnel at industry events; all the while staying one step in front of wildfires and covid complications. This career allowed me to support a growing family and once again own my own piece of Tahoe housing. However, it was not stable, and I was eventually left with the need to support a house, family and the need for revenue. I looked towards new technology and tried the app earning market, which I found to be capable of providing earnings but still lacking in stability.

One day while doomscrolling I received an ad that I found interesting, run a micro mobility fleet it said, no startup costs, mechanical aptitude desired. 4 months later I was down in Reno picking up 60 scooters to operate in SLT. In the 4 years since I started, I have grown my company to become the sole entity responsible for one of the scooter fleets in Tahoe. My success stems from a driven desire to succeed and the ability to solve problems in new ways, as evidenced by my Prius pulling trailers of scooters all over town. I’m not sure I have yet achieved stable income, but this new job, that was directly created by the city council, has allowed me to grow as a person, face the fear of self-employment and gives me the most fulfillment of any job I have had to date. My idea of income is no longer binary, and I cannot wait till I develop the next stream.

Life Goal 4 – Give back

A lot of who I am today is because of members of this community that I have had the privilege of interacting with over my years of living here. I cherish our outdoor spaces and the recreational opportunities we have waiting for us outside our front doors. For the first time in my years of living here I have the time available to be able to give back in such a way as serving on the city council. I want to help other people in our community grow and reach heights they cannot see at this time.

I think the city council has a loud voice when it comes to directing the future of the South Lake Tahoe community. Additionally, due to my time at LTCC I am aware of the governing rules for public forums such as city council meetings and serving as a representative of a council. I also believe that my background in recreation, customer service and engineering would help give me a deep understanding in matters concerning Public Works and equipment allocation.

I would like to see an increase in stable recreational opportunities in the city of South Lake Tahoe and its surrounding areas, especially human powered watercraft events. I would like to see an increase in local business opportunities and development of technological, artistic, musical, sports, … opportunities to better the future of Tahoe youths.

I feel the South Lake Tahoe community is under attack, the working class families are having an increasingly hard time in sustaining a life in this community; as such, those of us who live in Tahoe need to strengthen our community and develop in-roads between opponents so we can stand strong as a community and fend off the attacks that come against our community. Additionally, we need to encourage sustainable local business creation and growth, especially business that are creating new avenues of sustainable recreation or developing localized sustainable energy storage and food creation.

My current job puts me on South Lake Tahoe streets every day for 6 months. I know there is plenty of opposition to my form of income in this town; however, I have learned that many people who oppose scooters can change their views when kindness, information and logic are provided. This is the mentality I will have if appointed to City Council.

If appointed to city council I know I can fairly hear all sides of an agenda item, weigh the pros and cons and supply a vote that will help strengthen South Lake Tahoe and its community and maintain my demonstrated highly ethical mantra.

FRANÇOIS INSHAW

Email: [redacted] [redacted]

EDUCATION

Lake Tahoe Community College – South Lake Tahoe, CA

University of California Davis – Davis, CA

TECHNICAL SKILLS

Programs: Autopilot, AutoCAD, Word, Excel, PowerPoint, Outlook, Forms, MATLAB, LABVIEW

Engineering Tools: soldering iron, mills, lathes, angle grinders, plasma cutters, oxy-acetylene torches, arc welders, MIG, TIG, band saws, grinders, shears, drill presses, chop saws, 3-D printers, hydraulic powered equipment/vehicles, hand tools, powered hand tools, multi-meter

Construction Tools: snow cat, loader, tractor/backhoe, dozer, tele-handler, chainsaw, chipper, press, ladder, safety harness/PPE, ATV, Snowmobile, Rhino, man-lift, rigging, lifting

WORK EXPERIENCE TAHOE

Micro Mobility | ***Owner / Operator*** *May 22-Current*

- Perform preventative, regulated and on-demand maintenance of vehicle
- Evaluate market demands and adjust units to match
- Interface with community members, business managers/owners and seasonal populations, with a goal of minimizing issues with micro mobility in the community

SKI Industry | ***Lift Electrician 2 / Lift Maintenance Manager*** *July 13 – Feb 22*

- Liaison between the resort and manufacturers, paid contractors, government inspectors, public, department leads and employees
- Developed centralized documents tracking government and manufacturers regulated maintenance
- PIC for photography / video for training documentation, inspections and media content

Tutor | ***Tutor I / Tutor II*** *January 08- June 09*

- Assist students with learning collage level math and science curriculum
- Guide other tutors on how to aid fellow students with their questions

Photo Imaging | ***Lab Technician / National Technology Manager*** *May 94 – February 07*

- Interfaced with CEO, CFO, COO, location managers and employees, venue owners, managers and employees, outside contracted labor and retail customers in 20+ venues throughout USA and Canada
- Developed training manuals, maintained and trained personnel on MSDS regulations and launched company Help desk
- Created cash expenditures, equipment expenditures, venue layout and maintenance proposals for venue upgrades and new venues involving up to 200k per venue
- Maintained a corporate credit card and expense report with a monthly expenditure of 10k

INTERSRESTS/HOBBIES

- Green engineering and sustainable horticulture/permaculture/aquaculture
- Emerging technology and electronics

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

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NAME: FIRST	MIDDLE INITIAL	LAST
Dustin	W	Kieschnick

[redacted] CITY STATE ZIP CODE

MAILING ADDRESS (if different): P.O. BOX CITY STATE ZIP CODE

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted]

EMPLOYER:
Self-Employed - Psychology Private Practice

EDUCATION/EXPERIENCE:

Doctorate in Clinical Psychology; Business Administration Degree in Supply Chain Management; USMC Veteran; Adjunct Faculty at LTCC

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Member of the American Legion - South Lake Tahoe; Member of Wind-Jammers Yacht club; Adjunct Teachers group - LTCC

Impending member of rules committee - Tahoe Keys POA; Active volunteer/community member - Bear League

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

I view the City Council's primary responsibilities as ensuring the well-being, safety, and sustainability of our community—financially, environmentally, and socially.

As a psychologist, I understand how community systems influence individual and collective mental health. I see the Council as a forum for listening, fostering trust, and addressing issues before they escalate into conflict or crisis.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

No Known Conflicts of Interest

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/4/2025 SIGNATUR[redacted]

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Dustin W. Kieschnick, Psy.D.

Licensed Clinical Psychologist

[redacted]

EDUCATION

2025 **Genomic Data Science Specialization Certificate**
Johns Hopkins University

2019 **Doctor of Psychology in Clinical Psychology**
PGSP-Stanford Psy.D. Consortium (APA Accredited)
Palo Alto University, Palo Alto, CA

2016 **M.S. in Clinical Psychology**
PGSP-Stanford Psy.D. Consortium (APA Accredited)
Palo Alto University, Palo Alto, CA

2010 **B.A. in Business Administration, Supply Chain Management**
University of Houston, Houston, TX

2006 **Diploma – Strategic Debriefing Course**
Defense Intelligence Agency, Department of Defense, Fort Huachuca, AZ

2004 **Diploma with Honors – French Language**
Foreign Language Center, Defense Language Institute, Monterey, CA

HONORS AND AWARDS

2017 Research Excellence Award, Palo Alto University
2010 Summa cum laude, University of Houston
2007 Commendation Medal, Navy and Marine Corps
2006 Meritorious Mast, Navy and Marine Corps
2005 Achievement Medal, Fourth Award, Navy and Marine Corps
2005 Achievement Medal, Third Award, Navy and Marine Corps
2004 Achievement Medal, Second Award, Navy and Marine Corps
2002 Achievement Medal, First Award, Navy and Marine Corps

EXPERIENCE

2023-Present ***Clinical Assistant Professor***
Whole Family Treatment Team, Department of Psychiatry and Behavioral Health Services, UCSF Weil Institute for Neurosciences, University of California, San Francisco (UCSF), San Francisco, CA

- Provide attachment-based and trauma-informed family therapy to families and couples.
- Experience working with high conflict families, or families with neurodivergent children managing significant behavioral difficulties.
- Manage training and supervision of Psychiatry fellows in Family Therapy rotation and co-teach principles of family therapy. Enrolled in Teach for UCSF Certificate Program

- Conduct research on Artificial Intelligence (AI)-based scalable digital therapeutic interventions for the community – grant funded by Mental Insights Foundation. Research includes assessing the emotional dynamics occurring in family therapy and program evaluation of family therapy services.

2023-Present ***Adjunct Professor***
Lake Tahoe Community College, South Lake Tahoe, CA

- Professor for Research Methods and Design (PSY 211) course.

2021-Present ***Chief Executive Officer (CEO)***
Kieschnick Consulting, LLC, South Lake Tahoe, CA

- Provide data and clinical consulting solutions to individuals and organizations.
- Data solutions include exploratory and confirmatory analysis on strategic initiatives, as well as advisement and consultation on research design and data analysis methods
- Clinical consulting includes integration of psychological principles into organizational and/or business processes and interpersonal interactions. It also involves providing organizations with tools and training to manage challenging customer populations and internal communication strategies

2021-present ***Psychotherapist in Private Practice***
Dustin Kieschnick, Psy.D., South Lake Tahoe, CA

- Provide psychotherapy to adults, adolescents, and couples, with special emphasis in working with military Veterans. https://www.drkieschnick.com/
- Theoretical orientation is trauma-informed and relational from a CBT frame.
- Specialties include the following challenges and needs: relationship difficulties, military to civilian transition, finding professional or personal purpose, trauma and PTSD, grief and loss, depression, anxiety, alcohol and drug use, career concerns, life transitions, sports/athletic performance, and self-esteem.

2021-Present ***Mental Health Consultant and Facilitator*,**
Veterinary Mental Health Support (VMHS), Not One More Vet (NOMV),
San Franciso, CA

- Facilitate peer support groups aimed at general support and mental health topics for veterinary community.
- Provide 1:1 support sessions for members of veterinary community.

2023-Present ***Supervisor and on-call psychologist*,**
Partnerships for Trauma Recovery, Berkeley, CA

- Provide supervision and case consultation to trainees and staff providing therapy services to population of asylees, asylum seekers, and refugees. Therapy provided in multiple languages and determined by language/interpreter support.
- Provide training to staff and trainees on trauma-informed care and services support with vulnerable populations. Also provide training on the subject of working with interpreters in therapy sessions.

2021-2023 ***Behavioral Analysis Consultant***
Service Care Program, Airbnb, Inc, San Francisco, CA

- Provided consultation and training on traum-informed customer service to customer service personnel on the Safety Team, who respond to crisis and critical safety situations that are reported during a stay in an Airbnb.

- Developed comprehensive customer experience model utilizing Natural Language Processing covariate and outcome variables used to measure the interaction of efficacy of customer service personnel and client presentations and evaluation of successful outcomes.

- Training included instruction and ongoing case review focused on appropriately and empathically handling calls and cases with traumas such as sexual assault, physical violence, inappropriate surveillance, sexual harassment, and suicide/self-harm.

2020-2021 ***Associate Director of Research*,**
Veteran and Young Adult Scalable Therapeutics, Young Adult and Family Center (YAFC), UCSF Weil Institute for Neurosciences, University of California, San Francisco (UCSF), San Francisco, CA

- Designed, implemented, and managed research protocols for scalable therapeutic programs and initiatives.
- Managed projects and research team members across several initiatives.
- Assisted with design Artificial Intelligence (AI) chatbots such as a psychotherapeutic chatbot, a trauma dialogue bot, and a conversational chatbot. View at www.gritx.org and on iTunes https://apps.apple.com/us/app/gritx/id1516634763
- Initiated and applied new data analysis technologies, such as Natural Language Processing and Machine Learning-assisted statistical techniques, to measure effectiveness of therapeutic interventions.

2019-2020 ***Post-Doctoral Fellow & Project Manager***
Veteran and Young Adult Scalable Therapeutics, Young Adult and Family Center (YAFC), UCSF Weil Institute for Neurosciences, University of California, San Francisco (UCSF), San Francisco, CA

- Designed and reviewed psychoeducational content to teach growth and wellness to young adult and transitional youth populations. These duties included leading a team generating content on www.gritx.org according to collaborative input from partner school districts and organizational distribution partners.

- Developed an emotionally intelligent chatbot dialogue for trauma survivors.

- Instituted program design and implementation of research frameworks for a Military Veteran transitions program, as well as evaluation of online implementations of clinical services at YAFC, such as online Reflecting Teams and future telemedicine initiatives in the Intensive Family Therapy (IFT).

- Responsible for research design and implementation of initiatives with Artificial Intelligence (AI) chatbots such as a psychotherapeutic chatbot and a conversational chatbot for Veterans issues, as well as future AI-enhanced developments.

- Responsible for generating, finding, and implementing state-of-the-art data analysis, such as Natural Language Processing and Machine Learning-assisted statistical techniques.

- Reflecting team member for reflecting team interventions

2018-2019 ***Psychology Intern***
James J. Peters VA Medical Center, Bronx, NY

- Provided evidence-based individual and group psychotherapy for military Veterans

throughout multi-functional training rotations. Rotations included Outpatient PTSD clinical team, Outpatient Mental Health, Acute Inpatient, Neuropsychology, Rapid Access Clinic (Intake/initial diagnostic referral clinic), Primary Care Mental Health Integration, Geropsychology, Community-Living Recovery Center (Nursing home), and Outpatient Substance Use Recovery Clinic. Administered evidence-based trauma-focused treatment protocols such as Prolonged Exposure, Cognitive Processing Therapy, STAIR, and Interpersonal Psychotherapy (IPT) in the outpatient PTSD clinic.

- Conducted neuropsychological assessments on populations of cognitively impaired Military Veterans, and assessed consults from Primary Care and conduct short-term health/behavioral psychology interventions.

- Conducted psychodiagnostic intake interviews and PTSD diagnostic assessments, provided recommendation on referral to appropriate level of care according to diagnosis and need in Rapid Access Clinic.

2024 ***Volunteer***

Lake Tahoe Wildlife Center, South LakeTahoe, CA

- Assisted with maintenance and construction of rehabilitation units for aviary animals, black bears, marsupials, and large mammals.

2015-2019 ***Co-Founder and Clinical Programs Director***
The Lodestone Trust, Denver, CO

- Responsible for clinical program development, management, and regulatory compliance oversight for The Lodestone Trust, a not-for-profit organization with a focus on nature and wilderness-based therapy for Veterans, conflict journalists, and humanitarian aid workers with PTSD and/or trauma-exposure related symptoms.

- Created a training program and collaborative intervention directed toward stabilization treatment (Coping skills focus) for Veterans with PTSD

2017-2019 ***Research Associate***
National Center for PTSD
VA Palo Alto Health Care System, Menlo Park, CA

- Assisted with PTSD research via participant recruitment, data collection and entry, and clinical psychodiagnostic (SCID and CAPS) assessments.

- Projects included a pilot study that measures the placebo-controlled effects of Oxytocin on attentional bias and startle in PTSD and a study that measures the effects of service animals on sleep heart rate in male Veterans with PTSD.

- Conducted statistical analysis of results with general linear multi-level modeling approach.

Principle Investigators: Steven Woodward, Ph.D. and Andrea Jamison, Ph.D.

2017-Present ***Practicum Extern***
Partnerships for Trauma Recovery, Berkeley, CA

- Provided individual outpatient mental health services to adult international survivors of human rights abuses, such as refugees, asylees, and asylum seekers, utilizing a culturally informed and trauma-focused intervention approach.

- Conducted psychological evaluations of asylum seekers for use in immigration court.

- Coordinated and collaborated with translators to assist with client communication (e.g., Spanish, Mam, Amharic, Tigrinya, and Dari), and with social support services to assist with client transition into community.

2016-2019 ***Research Associate***
Central African Republic Trauma Healing Project
Palo Alto University, Palo Alto, CA

- Conducted qualitative analysis of focus group data from community members in Central African Republic conflict areas to determine the impact of trauma events and cultural presentation of symptoms.

- Data was sorted and analyzed consistent with a Grounded Theory approach. Analysis was done in NVivo qualitative data analysis program.

- Emergent themes from the study were related to stratification and mapping of culturally-based responses to trauma, as well as integration of modern treatments for PTSD with traditional cultural medicine. Context of study was examining the effects of prolonged regional conflict in the country. Assisted with presentation and manuscript preparation.

Principle Investigator: Sita Patel, Ph.D.

2016-2017 ***Practicum Extern***
First Step Program
VA Palo Alto Health Care System, Menlo Park, CA

- Provided short-term, evidence-based individual and group therapy for military veterans in a 90-day inpatient (residential) dual diagnosis mental health and substance use treatment facility.

- Administered treatment protocols for co-occurrence of substance abuse and trauma (PTSD).

- Co-facilitated weekly community milieu therapy meetings, taught weekly skills groups on STAIR (Skills Training in Affective and Interpersonal Relationships) and CBT for substance use.

- Received training in Motivational Interviewing (MI), Dialectical Behavior Therapy (DBT), and Cognitive Processing Therapy (CPT) in addition to weekly individual and group supervision.

- Conducted general psychodiagnostic and PTSD-specific diagnostic (CAPS) assessments.

2014-2019 ***Research Associate***
Harm Reduction and Addiction Treatment Research Group
Palo Alto University, Palo Alto, CA

- Conducted research using qualitative and quantitative methods focusing on attitudes and practices of medical cannabis dispensaries nationwide.

- Assisted with recruitment of study participants, development of a survey and semi-structured interview, telephone interviews, as well as transcription and content coding and analysis.

- Assisted with presentation and manuscript preparation.

Principle Investigator: Nancy Haug, Ph.D.

2015-2016 ***Practicum Extern***

Mental Health Clinic
VA Palo Alto Health Care System, Menlo Park, CA

- Provided short-term, evidence-based individual and group psychotherapy for Military Veterans with an array of presenting conditions, including PTSD, substance use, psychosis, mood, anxiety, and personality disorders.

- Co-facilitated groups on Acceptance and Commitment Therapy (ACT) and Emotion Regulation.

2013-2014 ***Program Management Assistant/Technical Writer***
Compensated Work Therapy (CWT) Program (CARF Accredited)
VA Palo Alto Health Care System, Menlo Park, CA

- Developed a program database that integrated five programs' data, which was used to track patient outcomes and staff effectiveness. Assisted the Program Director and Clinical Coordinator in generating outcomes reports to submit to VA Central Office.

- Co-developed a quantitative measure to track patient outcomes in a pilot Fitness Challenge for an inpatient, vocational rehabilitation & SUD treatment program.

- Conducted quantitative analyses on the initial and post-intervention data. Contributing author/editor of the section entitled "Continuing Development of Multicultural Competence and Keys to Competency" in the VA Manual "Addressing Diversity Issues in Supervision: A Guide for Supervisors"

- Served as council member for Substance Use Repair Council and attended weekly therapeutic community meetings in an inpatient Vocational Rehabilitation & Substance Use Disorder (SUD) treatment program.

- Co- led a multicultural diversity training to recreation therapists.

2011-2013 ***Business Analyst***
Chevron Corporation, San Ramon, CA

- Developed market analysis reports on various industries.

- Developed economic analysis models and forecast projections in support of supplier contract negotiations and strategic sourcing.

- Facilitated Lean Six Sigma Process Improvement (statistics-based process improvement methodology) projects.

2012 ***Consultant***
Fuel Mule, Inc, Palo Alto, CA

- Developed economic models to forecast revenues and expenses. Developed product database to manage inventory.

2009-2010 ***Research Team Lead***
University of Houston, Houston, TX

- Contributed to a research project funded by Never Ship Empty, Inc. exploring new patented technology in the Maritime Shipping Industry.

- Conducted an academic literature review on modal transportation, Queuing Theory within port systems, and Economic Theory.

- Developed an Economic Feasibility Model to evaluate and simulate the financial

sustainability and feasibility of the technology.

- Research was utilized to create an extensive proprietary publication detailing the new technology and its economic impact.

Principal Investigator: Victor Wayhan, Ph.D.

2008 ***Consultant***
C-HET Solutions, San Diego, CA

- Provided consultation and recommendations to U.S. Marine Corps Counterintelligence Specialists on intelligence collection, interviewing techniques, report writing, and CI tradecraft.

2002-2007 ***Counterintelligence Specialist***
United States Marine Corps

- Led highly specialized, dynamic, and autonomous teams tasked with establishing an information network of local informants and obtaining information from detained personnel.

- Conducted evaluations of informants and detainees to assess motivations, perceptions, loyalties, and personality characteristics; Information collected was dictated by priority Office of the Director of National Intelligence (DNI) and Defense Intelligence Agency (DIA) intelligence requirements.

- Generated reports for decision-making by in-country and higher tiers of the Department of Defense and other U.S. Executive Branch organizations and agencies.

- Maintained confidentiality of sensitive client data, and held a DoD (Department of Defense) Top Secret – SCI (Secret Compartmentalized Information) clearance.

1998-2002 **Super High Frequency Communications Technician & Section Supervisor**
United States Marine Corps

- Supervised a section of 110 people, coordinated with line supervisors to ensure mission accomplishment and high state of readiness.

- Conducted repairs and deployment of SHF Communications equipment.

PUBLICATIONS

O'Connell-Rodwell, C.E., Berezin, J.L., Kinzley, C., Freeman, P.T., Sandri, M.N., **Kieschnick, D.W.,** Rodwell, T.C., Abarca, M., & Hayssen, V. (2024). Dynamics of male African elephant character across time, age, and social contexts: the importance of age and a keystone individual. *PLoS ONE*. https://doi.org/10.1371/journal.pone.0311780

Lawlor, C.M., **Kieschnick, D.W. (Ed.)** (2024). *A Tribute to My Beloved Animal: A Journal to Process Grief & Loss*. Kindle Direct Publishing. https://www.amazon.com/Tribute-My-Beloved-Animal-Journal/dp/B0CV89F7RR .

Kieschnick, D.W. & Lawlor, C.M. (2024, March 6). The Emotional Fallout from Watching Animal Cruelty in the Digital Age. *Luxurious Magazine.* https://www.luxuriousmagazine.com/emotional-impact-of-animal-cruelty/.

Kieschnick, D.W. & Lawlor, C.M. (2024, April 24). The psychological impact of witnessing animal cruelty online can't be underestimated. *Women's Health Magazine.* https://www.msn.com/en-

gb/health/mindandbody/the-psychological-impact-of-witnessing-animal-cruelty-online-cant-be-underestimated/ar-BB1l4itW

Kieschnick, D.W. & Lawlor, C.M. (2024, June). The emotional impact of animal cruelty online. *Edition Dog Professional, Issue 8.* https://cloud.3dissue.net/41890/41651/42230/115473/index.html?syclid=cr2t862feuec73e1kch0# .

Kieschnick, D.W. & Lawlor, C.M. (2024, Summer). Witnessing animal cruelty on social media. *Father's Quarterly.* https://www.fqmagazine.co.uk/issues/FQ-Summer-2024/.

Kieschnick, D.W. & Lawlor, C.M. (2024, May). Are you Okay?. *Vegan Food and Living.*

Aston, P., Brewer, M., **Kieschnick, D.W.**, Allen, M., Johannes van Roessel, P., Lavellee, D., & Rodriguez, C.I. (2022). Identity gripping or identity flight? Two distinct identity challenges correlated with self-reported depression in retired professional ice hockey players. *International Journal of Sport and Exercise Psychology, 1-22.*

Chi, S.Y., Chua, E.F., **Kieschnick, D.W.**, & Rabin, L.A. (2021). Prospective Metamemory Monitoring of Episodic Visual Memory in Community-Dwelling Older Adults with Subjective Cognitive Decline and Mild Cognitive Impairment. *Archives of Clinical Neuropsychology (36),* 1404-1425.

Chi, S.Y., Chua, E. F., **Kieschnick, D. W.**, & Rabin, L. A. (2020). Retrospective metamemory monitoring of semantic memory in community-dwelling older adults with subjective cognitive decline and mild cognitive impairment. *Neuropsychological Rehabilitation*, 1–35. https://doi-org.paloaltou.idm.oclc.org/10.1080/09602011.2020.1831552.

Norman, K.P., Govindjee, A., Norman, S.R., Godoy, M., Cerrone, K.L., **Kieschnick, D.W**. & Kassler, W. (2020). Natural Language Processing Tools for Assessing Progress and Outcomes of Two Veteran Populations Participating in a Novel Online Intervention for Posttraumatic Growth. *JMIR Form Res*. http://dx.doi.org/10.2196/17424.

Patel, S. G., Unanue, I., Crittenden, P., **Kieschnick, D.**, Froming, K., Brown, L. M., Ntakarutimana, F.,Bertrand Lazaret, A., Dailami, M. S., & Froming, W. (2020). A qualitative approach to informing mental health programming in Central African Republic. *International Perspectives in Psychology: Research, Practice, Consultation*, *9*(4), 212–229. https://doi- org.paloaltou.idm.oclc.org/10.1037/ipp0000144.

Norman, K.P., Norman, S.R., Muralidharan, M., Isaac, F., North, M.A., Shurney, D., **Kieschnick, D.W**., and Cerrone, K.L. (2020). Perspectives on the Emerging Digital Transformation of the Management of Psychiatric Comorbidities in Chronically Ill Populations. *J Psychiatry Treat Res 2(1):25-31*. https://scholars.direct/Articles/psychiatry/jptr-2-004.php?jid=psychiatry. DOI: 10.36959/784/422.

Kieschnick, D. (2019). The impact of coping resources on psychosocial functioning in veterans with multiple comorbidities [ProQuest Information & Learning]. In *Dissertation Abstracts International: Section B: The Sciences and Engineering* (Vol. 81, Issue 6–B).

Haug, N. A., **Kieschnick, D**., Sottile, J. E., Vandrey, R., Babson, K., & Bonn-Miller, M. O. (2017). Attitudes and practices of cannabis dispensary staff. *Drug & Alcohol Dependence*, e85. https://doi-org.paloaltou.idm.oclc.org/10.1016/j.drugalcdep.2016.08.240.

Haug, N. A., **Kieschnick, D**., Sottile, J., Babson, K. A., Vandrey, R., & Bonn-Miller, M. O. (2016). Training and practices of cannabis dispensary staff. *Cannabis and Cannabinoid Research*, 1, 244-251. https://doi-org.paloaltou.idm.oclc.org/10.1016/j.drugalcdep.2016.08.240.

Kieschnick, D. (2016). Changing the Frame of Reference Regarding Terrorism. *G2 Intelligence Solutions.* http://www.g2intelligencesolutions.com/blog/changing-the-frame-of-reference-part-1-contextual-behavior-analysis

Kieschnick, D. & Wong, S.J. (2015). Continuing Development of Multicultural Competence and Keys to Competency. In Multicultural and Diversity Committee of the VA Palo Alto Health Care System Psychology Service and Psychology Training Program. *Addressing Diversity Issues in Supervision: A Guide for Supervisors*. Palo Alto, CA: Palo Alto Veterans Administration.

AREAS OF CLINICAL & RESEARCH INTEREST

Post-Traumatic Stress Disorder
Technology-assisted scalable therapeutics
Digital Mental Health
International Trauma and Crisis Response
Refugee, Asylee, Asylum-seeker Mental Health
Cognitive Behavioral Therapy (CBT)
Family Therapy
Substance Use Disorder
Behavioral Medicine

PRESENTATIONS

Conferences

Kieschnick, D.W. (2024, August). *Les Miserables, des animaux?.* Oxford Centre for Animal Ethics 204 Summer School, Oxford, U.K.

Kieschnick, D.W. & Lawlor, K.M. (2023, August). *Psychological Effects of Repeated Exposure to Digital Media Depictions of Animal Cruelty and Neglect.* Oxford Centre for Animal Ethics 2023 Summer School, Oxford, U.K.

Kieschnick, D.W. & Lawlor, K.M. (2023, July). *Coping with Traumatic Events in Shelter Medicine*. ASPCA Shelter Medicine Conference. Cornell University, Ithica, NY.

Kieschnick, D.W. & Lawlor, K.M. (2023, July). *Effective Communication and Healthy Boundaries*. ASPCA Shelter Medicine Conference. Cornell University, Ithica, NY.

Morelli, M., Faizi, F., Albukhari, J., & **Kieschnick, D.** (2018, August) *Holistic Psychological Care for Refugees and Asylum Seekers.* Symposium presented at the APA Annual Convention, Division 48, San Francisco, CA.

Crittenden, P., **Kieschnick, D.**, Unanue, I., Patel, S.G., Froming, K., Brown, L., & Froming, W. (2017, August) *A Qualitative Approach to Understanding and Informing Trauma Healing in the Central African Republic*. Poster presented at the APA Annual Convention, Washington, DC.

Unanue, I., Patel, S.G., Crittenden, P., **Kieschnick, D.,** Froming, K., Brown, L., & Froming, W. (2017, August) *A liberation psychology perspective on mental health in post-colonial Central African Republic*. Poster presented at APA Annual Convention, Washington, DC.

Kieschnick, D., Jimenez, K., Scott, S., Sottile, J., Brody, R., Rothberg, R., Babson, K., Bonn-Miller, M. O., & Haug, N. A. (2017, July). *Identifying the scientific and clinical training practices of cannabis dispensaries*. Poster presented at Research Society for Marijuana Conference, Ft. Collins, CO.

Patel, S.G., Unanue, I., Crittenden, P., **Kieschnick, D**., Froming, K., Brown, L., & Froming, W. (2017, June). *Trauma healing and peace education programs in the Central African Republic: A brief qualitative approach to informing program implementation.* Symposium presented at Society for Community Action and Research, APA Division 27, Biennial Convention, Ottawa, Canada.

Kieschnick, D., Sottile, J., Brody, R., Babson, K., Bonn-Miller, M. O., & Haug, N. A. (2016, March). *An examination of the training and practices of cannabis dispensary staff*. Poster presented at the 4th Annual Collaborative Perspectives on Addiction Meeting, San Diego, CA.

Cohen, J., Kanuri, N., **Kieschnick, D**., Blasey, C., Taylor, C.B., Kuhn, E., Lavoie, C., Ryu, D., Gibbs, E., Ruzek, J., & Newman, M. (2014, November). *An Evaluation of the Psychometric Properties of the PTSD Checklist for DSM-5*. Poster presented at the Association of Behavior and Cognitive Therapy Convention, Philadelphia, PA.

Local Presentations

Kieschnick, D. (Oct 2020) *Exploring the Interplay of Dynamics in Military Culture*. Presented to trainees at Program for Anxiety and Traumatic Stress (PATSS), Weill Cornell Medicine, New York Presbyterian Hospital, NY.

Kieschnick, D. (Sep 2019, Sep 2020, Sep 2021) *Exploring the Interplay of Dynamics in Military Culture*. Presented to Internship trainees at James J. Peters VA Medical Center, Bronx, NY.

Patel, S.G., **Kieschnick, D., &** Unanue, I. (2017, May). *Qualitative Methods for Developing Contextually-Informed and Globally-Relevant Research Questions.* Presented at DePaul University, Chicago, IL.

Kieschnick, D., Wong, S., & Koo, K. (2013, November). *Multi-Cultural Diversity Training: Increasing Providers' Self-Awareness of the Ways Their Cultural Backgrounds Impact Patient-Care*. Presented at the Bay Area Therapeutic Recreation Association (BATRA) Conference, Palo Alto, CA.

Kieschnick, D. (2015, 2016, 2017) *Exploring the Interplay of Dynamics in Military Culture*. Presented to practicum students at Mental Health Clinic, VA Palo Alto Health Care System, Palo Alto, CA.

Kieschnick, D. (2015, March) *Stress Management.* Presented at BUILD workshop, Redwood City, CA.

SERVICE

2017 - Present	Reviewer: *Journal of Trauma, Violence, and Abuse*
2022 – Present	Reviewer: *The Clinical Neuropsychologist*

TEACHING EXPERIENCE

Winter 2023 ***Professor, Principles of Family Therapy***
University of California San Francisco (UCSF), San Francisco, CA

Fall 2023 ***Professor, Principles of Family Therapy***
University of California San Francisco (UCSF), San Francisco, CA

Teaching Assistant
PGSP-Stanford PsyD Consortium, Palo Alto, CA
Fall 2017 ***Statistics & Research Methods I***

Fall 2016 Developed and evaluated Statistics lab exercises, proofed test content, graded tests, and analyzed test grade distribution and missed-question frequencies
Guest Lecture: *The Lodestone Trust* (10/14/16)
Supervisors: Christine Blasey Ford, PhD; Katherine Taylor Lynch, PsyD

Winter 2016 ***Cognitive Bases of Behavior***
Evaluated and provided feedback for assigned reactions. Managed curriculum content on learning management system electronic platform
Guest Lecture: *Cognitive Bases of PTSD Treatment* (1/30/16)
Supervisor: Cheryl Koopman, PhD

2015-2017 ***Tutor*****,** Starfire Education
Tutored middle-school age children who have difficulty with Math, in particular addressing barriers, motivations, and anxieties around academic performance.

2015 ***Tutor*****,** BUILD
Tutored high-school age adolescents who were evaluated as at-risk for dropping out of school, particularly addressing barriers, motivation**s**, and anxieties around academic performance. Subjects tutored included Math, Science, History, and English.

OTHER PROFESSIONAL EXPERIENCE

2015 **Administrative Assistant**
Department of Psychiatry and Behavioral Sciences
Stanford University School of Medicine, Stanford, CA
Compiled and transcribed didactic feedback from psychiatry residents. Constructed Qualtrics survey for alumni feedback. Maintained and organized psychiatry resident personal training files. Transcribed interview comments from psychiatric resident recruitment interviews.

2009-2010 **Education Benefits Counselor**
Veterans Services Office, University of Houston, Houston, TX
Counseled veterans on educational benefits, including ways to obtain and use the GI Bill. Managed Veterans Resource Center, providing veterans with computer training.

LANGUAGE COMPETENCIES

French: CEFR B1 level (equivalent), DLPT 2+, 2+, 2
German: CEFR level A1 (equivalent)
Spanish: CEFR level A1 (equivalent)
Norwegian: CEFR level A1 (equivalent)

PROFESSIONAL AFFILIATIONS

American Psychological Association (APA)
APA Division 56: Trauma
APA Division 19: Military Psychology
California Psychological Association (CPA)

REFERENCES

Sarah Crouch, Psy.D.
Associate Clinical Professor
UCSF Intensive Family Therapy Program
University of California, San Francisco
401 Parnassus Ave
San Francisco, CA
(415) 476-7047

Kim Norman, M.D.
UCSF Distinguished Professor for Adolescent and Young Adult Health
Founder and Director, UCSF Young Adult and Family Center
UCSF Weill Institute for Neurosciences
University of California, San Francisco
401 Parnassus Ave
San Francisco, CA
(415) 476-7402
Kim.norman@ucsf.edu

Kimberly R. Hill, Ph.D.
Director of Clinical Training
PGSP-Stanford Psy.D. Consortium
Clinical Associate Professor
Dept of Psychiatry & Behavioral Sciences
Stanford School of Medicine
401 Quarry Rd. Rm #1317
Stanford, CA 94305
(650) 725-5582
kimberlyhill@stanford.edu

Nancy Haug, Ph.D.
Professor, PGSP-Stanford Psy.D. Consortium
Palo Alto University
1491 Arastradero Rd.
Palo Alto, CA 94304
650-961-9300, ext. 3616
nhaug@paloaltou.edu

Robert M. Holaway, Ph.D.
Associate Director of Clinical Training
Assistant Professor
PGSP-Stanford Psy.D. Consortium
Clinical Supervisor
Mental Health Clinic
VA Palo Alto Health Care System
795 Willow Rd
Menlo Park, CA 94025

Laura Pratchett, Psy.D
Assistant Clinical Professor of Psychiatry, MSSM
Interim Director of Psychology Training
Clinical Psychologist, Trauma & Readjustment Clinic
Team Leader, Transitions Program
James J Peters VA Medical Center
130 West Kingsbridge Road
Bronx, New York 10468
(718) 584-9000 x5215Menlo Park, CA 94025
Email: Laura.Pratchett@va.gov

Madhur Kulkarni, Ph.D
Clinical Psychologist
First Step Program
VA Palo Alto Healthcare System
795 Willow Rd
Menlo Park, CA 94025
Email: madhur.kulkarni@va.gov

Andrea Jamison, Ph.D.
Project Manager
PAVIR/VA Palo Alto Health Care System
National Center for PTSD
795 Willow Road
Menlo Park, CA 94025
650-493-5000 ext. 26673

Mahima Muralidharan, Psy.D.
Consultant
(650) 743-171

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Salvador		Rea, Jr.

Voter Registration Address: STREET ADDRESS	CITY	STATE	ZIP CODE
[redacted]	South Lake Tahoe	CA	96150

MAILING ADDRESS (if different): P.O. BOX	CITY	STATE	ZIP CODE
PO BOX 14222	South Lake Tahoe	CA	96151

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted]

EMPLOYER:
Tahoe Transportation District & A Balanced Life

EDUCATION/EXPERIENCE:

Master of Social Work- 10+ years in Social Services. MPA enrolled

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

N/A

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Working for our community with integrity, transparency & justice

Foreseeing the needs of the community such as better social services and better quality of life

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:
None that I can think of

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this appli[redacted]d that any false statement or omission of material facts will subject me to d[redacted]

DATE: 11/072025 SIGN[redacted]

Please note that the information provided on this appli[redacted]dress will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST Heather E. Horgan | MIDDLE INITIAL | LAST

Voter Registration Address STREET ADDRESS [redacted] | CITY | STATE | ZIP CODE

MAILING ADDRESS (if different): P.O. BOX | CITY | STATE | ZIP CODE

PHONE NUMBER(S): [redacted] | EMAIL ADDRESS:

EMPLOYER:
Sutter Health

EDUCATION/EXPERIENCE:

B.S. Environmental Science, Registered Nurse, Masters in Nursing (Commuunity Health, Healthcare Administration, and Health Policy)

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

EDSO Search and Rescue, CERT volunteer, Volunteer El Dorado County Animal Care and Control

Trash pickups Keep Tahoe Blue, Tree planting Sugar Pine Foundation

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

City Council are the representatives of the community and should act in good faith to consider and discuss and rule on best governance over the city including, but not limited to managing our tourist experience, public safety, housing, economic health of the city and the local business.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/8/2025 SIGNATURE [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

HEATHER HORGAN
MSN, RN, NE-BC

[redacted]

SKILLS

- 10 years in role as Administrative Nursing Supervisor
- Over 25 years Med-Surg/Step-down/ICU bedside experience
- Disaster Training: ICS, HICS, HAZMAT, HERT, CERT
- Certified in ACLS, PALS, BLS, TCAR, STABLE, TNCC
- Bedside roles including Charge, Resource, Break Relief, and Clinical Nurse Leader
- Board certified Nurse Executive by ANCC.
- Certified in California as a Community Health Clinical Nurse Specialist and Public Health Nurse (inactive)

EXPERIENCE

MAR. 2018 – DEC. 2024

NURSING SUPERVISOR/ CHARGE NURSE / BARTON HOSPITAL, TAHOE, LEVEL 3 TRAUMA CENTER

Responsibilities include: Break coverage, Staffing, Bed Control, Rapid response/Code team, After-hours supervision of Emergency Services including Trauma, ICU, Med-Surg, OB, Nursery, and SNF. Clinical support in all departments aforementioned including PACU.

FEB. 2014 – CURRENT

ADMINISTRATIVE NURSING SUPERVISOR / SUTTER HEALTH-CPMC

Responsibilities include: Staffing, Bed Control, Scheduling of surgery/stroke intervention, Blood borne pathogens exposure investigation, Hospital incident commander, Morgue management, Service recovery, After hours supervision of Emergency Services, ICU, Med-Surg, Acute Rehab, and SNF.

FEB. 2003-FEB. 2015

CLINICAL NURSE III / SUTTER HEALTH-CPMC DAVIES

Medical Surgical and Neuro Stepdown Nursing Care including: Charge nurse, Resource nurse, EPIC super-user, Diabetes council, Quality council, Unit-based council, Preceptor, Teach-back patient education champion, Delegation/supervision of care by CNAs. Floating units: Tele, Acute Rehab, SNF

JULY 2002-MARCH 2003-

NURSE MANAGER / SPINE & ORTHOPEDIC CENTER, SANTA BARBARA

Facilitated the expansion of services to include a new Pain Management Clinic. Hired/managed staff in procedural care clinic (ambulatory services). Lead nurse for procedure care (pre-procedure thru recovery). Initiated clinic policies/procedures, purchased equipment, and prepared for certification as ambulatory surgery center.

SEP. 1999-MARCH 2003

CLINICAL NURSE II / GOLETA VALLEY COTTAGE HOSPITAL

Medical Surgical Nursing Care including: Specialty care in Orthopedics. Floating units: Ambulatory Surgery, Recovery, ICU

SEP. 1999-SEP. 2000

FLOAT POOL NURSE / MARION MEDICAL CENTER

Medical-Surgical Nurse, cross-trained to float to Pedi, OB-GYN floor (included Antepartum).

EDUCATION

JUNE 2002

MASTERS OF SCIENCE IN NURSING / UNIVERSITY OF CALIFORNIA, SAN FRANCISCO

Nursing Administration, Community Health Clinical Nurse Specialist, Minors in Health Policy, Nursing Education and HIV/AIDS care. Awarded Outstanding MSN student 2002, Vice President Sigma Theta Tau, Alpha Eta Chapter.

AUGUST 1999

ASSOCIATES DEGREE IN NURSING / GREENFIELD COMMUNITY COLLEGE

AUGUST 1996

BACHELORS OF SCIENCE / UNIVERSITY OF MASSACHUSETTS, AMHERST

MAJOR: ENVIRONMENTAL CHEMISTRY AND TOXICOLOGY. HONORS CUM LAUDE

CERTIFICATIONS

- California Registered Nurse License #561742
- California Clinical Nurse Specialist #1729 (Inactive)
- California Public Health Nurse #65109 (Inactive)
- Board Certified Nurse Executive by the American Nurses Credentialing Center
- AHA Basic Life Support
- Non-violent Crisis Intervention Training/ Diffusing Assaultive Behavior
- STABLE certification (Post resuscitation/Pre transport stabilization care of sick infants)
- ACLS, PALS certification
- Trauma Care after Resuscitation Training.
- Trauma Nurse Core Certification.

- Basic CERT Training (Community Emergency Response Team)

ADDITIONAL TRAININGS

- Operations Level Response to HAZMAT/WMD Incidents (PER 212)-TEEX/FEMA National Disaster Consortium Instructors (Completed at Sutter Roseville, CA).
- Incident Command Training for All Hazards: Center for Domestic Preparedness FEMA Nobel facility, 2021 (Residential training).
- Hospital Emergency Response Team with Train the Trainer: Center for Domestic Preparedness FEMA Nobel Facility, 2022 (Residential training).
- Hospital Planning for Mass Casualty Incident Surges: Natural Disasters, FEMA, Virtual Training, March 2021
- Healthcare Facility Mass Casualty Management. FEMA, Virtual Training, February 2021.
- Mass Casualty Incident Response. FEMA, Virtual Training, February 2021.
- Medical Surge Management. FEMA, Virtual Training, February 2021.

VOLUNTEER EXPERIENCE

- El Dorado County Sheriff's Office Search and Rescue, January 2023-Current
- Tahoe CERT Team, October 2025-current
- El Dorado County Animal Services, Dog walking, Socializing cats, 2018-Current
- Keep Tahoe Blue, Trash pick-up Events, 2018-Current
- Sugar Pine Foundation, Tree Planting Events, 2018-Current
- Food For Thought NV, February 2019-March 2020.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Erika E Gonzalez		

Voter Registration Address	STREET ADDRESS	CITY	STATE	ZIP CODE
[redacted]				

MAILING ADDRESS (if different): P.O. BOX	CITY	STATE	ZIP CODE
PO Box 13648, South Lake Tahoe, CA 96151			

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted]

EMPLOYER:
Coalition to Abolish Slavery and Trafficking (CAST)

EDUCATION/EXPERIENCE:

B.A. Political Science, UC Berkeley (2007); J.D., McGeorge School of Law (2013); Training & Technical Assistance Managing Attorney (current)

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Member, SLT Police Advisory Commission (Oct 2021–present; Chair since May 2023); Member, ADVANCE Board (Mar 2023–present);

TRPA Living Working Group Member (2024-present); Leadership Lake Tahoe Class of 2021 & Curriculum Chair (2023–2025)

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

See attached letter of interest.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

None currently foreseeable; I will remain transparent and recuse myself if a conflict arises.

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application [redacted] se statement or omission of material facts will subject me to disqua[redacted]

DATE: 11/10/2025 SIGNAT[redacted]

Please note that the information provided on this applicatio[redacted] a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324
sblankenship@cityofslt.gov

Via email submission

November 10, 2025

Dear Mayor Bass and Members of the South Lake Tahoe City Council,

I am writing to express my interest in being appointed to the vacant City Council seat. My roots in South Lake Tahoe, proven record of service, and professional experience have prepared me to contribute effectively to the Council upon appointment.

I was born and raised in South Lake Tahoe and returned in 2020 after earning a Bachelor's in Political Science from the University of California, Berkeley, and a Juris Doctor from the University of the Pacific McGeorge School of Law. My goal in coming home was to give back to the place that shaped me.

My personal history within this community has taught me the nuances of its character. Growing up here and choosing to return after living throughout California allows me to bridge the concerns of longtime residents with a broader perspective and vision for our community. My family has a long history of working in the hospitality industry, and I am sensitive to how interconnected tourism is to our economy. At the same time, I, like many people my age, struggle to purchase a home despite having a good, stable income. These lived experiences keep me grounded in the daily realities of our residents and shape my approach to policy, ensuring it remains connected to those who live and work here.

Since returning, I have engaged in the community through service on local commissions and participation in various activities. I have built a record of commitment and service to the community, including in the following roles:

- **Police Advisory Commission** - Member since its inception in October 2021 and Chair since May 2023. This role has deepened my understanding of city processes and community safety needs. It has also shown me the importance of strengthening public trust through transparency.

- **ADVANCE** - Board member since March 2023, supporting accessible education and workforce development opportunities for adults.
- **Leadership Lake Tahoe** - Program alum 2021; worked in conjunction with the Tahoe Chamber to redesign the 2023 and 2025 programs to reflect the Tahoe I grew up in, aligning professional development with civic education and teaching participants about local governance as well as how to engage with community systems.
- **TRPA Living Working Group** - Community member since December 2024, contributing to the discussion on complex housing issues in the Basin, while balancing environmental protections and review of the TRPA code.

In each role, I model consistency, thoughtfulness, and respect for every voice and perspective.

A little about my background: I am an anti-trafficking attorney and program manager, and I train legal professionals on effectively working with survivors of human trafficking. In this capacity, I partner with law enforcement, federal and state agencies, and local organizations, which has provided me with expertise in the complexity of interagency coordination. This work has taught me to balance competing priorities and coordinate across different systems through cooperation, accountability, and practical problem-solving — skills that align closely with the responsibilities of city governance.

My experience and approach align well with what this moment demands. I am organized, dependable, and follow through on my commitments. This expertise demonstrates my ability to work well across disciplines and engage respectfully with individuals who have differing views, including when we don't initially agree. I believe that diverse viewpoints, even conflicting ones, strengthen discussions and lead to better, more informed decisions that benefit our city.

I believe I am the right person for this moment—ready to help guide the City Council into the next election with a steady, thoughtful voice focused on what best serves residents. I am committed to transparency and strengthening community trust in local government. I would be honored to serve during this interim period and support the Council's work as we guide our city through the next election.



CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST MIDDLE INITIAL LAST
Aimi Xistra

Voter Registration Address STREET ADDRESS CITY STATE ZIP CODE
[redacted] South Lake Tahoe, CA 96150

MAILING ADDRESS (if different): P.O. BOX CITY STATE ZIP CODE
PO Box 13093 South Lake Tahoe, CA 96151

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted]

EMPLOYER:
Boys & Girls Club of Lake Tahoe

EDUCATION/EXPERIENCE:

I graduated with BA from SFSU in 2005. I'm a long time resident, almost 30 years. I'm a professional de

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

I've been with the ACT Commission for the past three years and I'm currently the Chair. I've served on t

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The City Council acts as the representatives for our South Lake Tahoe community members. It is counc

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?
YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:
None.

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqua[redacted]

DATE: 11/12/2025 SIGNATUR[redacted] 07:32:37 -08'00'

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Aimi Xistra
2025 City Council Appointee Application
Additional page 1 of 1
[redacted]

Education/Experience:

I graduated with a BA from SFSU in 2005. I'm a longtime resident of South Lake Tahoe, almost 30 years. I'm a professional dedicated to improving quality of life for our community. I act as a voice for Tahoe kids and enable them to reach their full potential through support and experiences. I have lots of experience in collaborative work, public relations, marketing and communication. I enjoy working with others for the better good and appreciate the thoughts and opinions of others.

Please list any past or present community involvement and/or group affiliations:

I've been with the ACT Commission for the past three years and I'm currently the Chair. I've served on the Embarc City Advisory Committee for the past year, allocating more than $50K to local non-profits. I'm a former executive board member of the Tahoe Chamber, stepping down in October 2024.

What do you see as the responsibilities of the City Council and what do you hope to accomplish if appointed?

The City Council acts as the representatives for our South Lake Tahoe community members. It is council members responsibility to act on behalf of the constituents in a timely manner through council meetings. If appointed I would be a community voice to better our city. I would like to build on the current strategic plan and set goals that move our city forward in accessibility, experiences and community. Another focus would be to work on collaboration with local entities that drive our tourism to find a balance between community and visitors. Spearheading a campaign to educate our second homeowners, inviting them to be move involved in preserving the fragile environment we reside in.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Heather	M	Cade-Bauer

[redacted] CITY STATE ZIP CODE

MAILING ADDRESS (if different): P.O. BOX CITY STATE ZIP CODE

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted]

EMPLOYER:
Foundation for California Community Colleges

EDUCATION/EXPERIENCE:

AA in Liberal Arts w/Mathematics & Science Emphasis (LTCC 2012), LTCC Purchasing Coordinator/Technician 2014-2023, see attached resume for additional experience

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Current - City of SLT Building Board of Appeals, Tahoe Parents Nursery School Secretary, South Tahoe Disc Golf Association President

Past - CollegeBuys Advisory Group, NCCCPG Co-Chair, LTCC CEU President/Lead Negotiator, LTCC CES Secretary, Sierra House PTA Treasurer

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

I feel the role of a City Council Member is to be a steward and voice for the community, ensuring that the city is well-managed, fiscally responsible, and responsive to the needs of all our residents. If appointed to fill the vacancy, I hope to become a unifying voice for the citizens of South Lake Tahoe.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

_____

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

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DATE: 11/11/2025 SIGNATUR[redacted]

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WHEN COMP

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November 11, 2025

Re: Application for City Council

Dear City Council Members,

I am pleased to submit my application to fill the current vacancy on the city council. Included with my application is my professional resume highlighting my experience in the public sector. Since running for city council in 2024, I have been appointed to the Building Board of Appeals and attended most council meetings either in-person or online to better understand the workings of the council and hear community feedback on topics before the council.

For additional information on me as a prospective council member, here are links to articles and letters from last year's election highlighting my stance on various topics:

- South Lake Tahoe Election Series: Meet the seven City Council candidates
  Tahoe Daily Tribune, September 24, 2024
- City Council candidates answer the questions: Heather Cade-Bauer
  SouthTahoeNow.com, October 4, 2024
- Tahoe Chamber Candidate Forum Heather Cade Bauer Zoom
  Tahoe Chamber YouTube Channel, October 8, 2024
- South Lake Tahoe Election Series: City Council candidates talk tourism
  Tahoe Daily Tribune, October 8, 2024
- South Lake Tahoe Election Series: Candidate views on environment, wildfire prevention
  Tahoe Daily Tribune, October 22, 2024
- Letter: Vote for Heather Cade-Bauer
  SouthTahoeNow.com, October 25, 2024

In addition to the boards and commission I currently serve on, I volunteer my time at various community events. I volunteered for the LTCC Foundation food booth at the American Century Golf Tournament for several years before transitioning to volunteering the last two years through the Lake Tahoe Vistor's Authority. This past summer, I volunteered to set up the Sample the Sierras event. I have volunteered my time as tournament director for the 2024 and 2025 Tahoe Pro/Am and Nevada State Championship disc golf tournaments. While at LTCC, I volunteered at various campus events including several commencements and Gift of Literacy events. I am proud to offer my services to enrich our community and hope to continue as a member of the city council.

Thank you for taking the time to consider me as a council member and I look forward to the interviews next week.

Respectfully,

Heather Cade-Bauer

HEATHER CADE-BAUER

PROCUREMENT CONTRACT COORDINATOR



CONTACT

[redacted]

EDUCATION

Associate's Degree
Lake Tahoe Community College
September 2009 – June 2012

Liberal Arts with an emphasis in Mathematics and Sciences

TECHNICAL SKILLS

Public Procurement Best Practices & Policies

CA Public Contract Code

Budget Management

RFP/RFQ Development & Processes

HOBBIES/INTERESTS

Family & Community

Snowboarding

Disc Golfing

Kayaking

Volunteering

SUMMARY

I am a dedicated public procurement professional with over 14 years of experience working in the California Community College system. While at Lake Tahoe Community College, I worked in many capacities assisting departments with purchasing and budget oversight which gave me the skills to excel in the public procurement world. I currently work for the Foundation for CA Community Colleges, the official non-profit auxiliary to the Chancellor's Office and Board of Governors, developing systemwide cooperative agreements allowing districts to save time and money.

PROFESSIONAL EXPERIENCE

PROCUREMENT CONTRACT COORDINATOR

Foundation for California Community Colleges, July 2023 – Present

Create statewide cooperative purchasing agreements for all 73 California community college districts, assist and run statewide RFPs, develop and maintain relationships with assigned districts and vendor partners.

PURCHASING COORDINATOR II

Lake Tahoe Community College, June 2014 – June 2023

All district wide purchasing and contract oversight including developing and conducting RFPs for construction projects, managing vendor relationships, processing purchase requests, maintaining budgets, and various other procurement duties.

INTERIM ADMINISTRATIVE ASSISTANT / OFFICE ASSISTANT

Lake Tahoe Community College, July 2012 – May 2014

Assist deans of instruction by maintaining daily schedules, coordinating faculty contracts, processing purchase requests/timesheets/budget changes, and various clerical duties.

WORK STUDY / CULINARY SPECIALIST

Lake Tahoe Community College, May 2011 – June 2012

Assist in several departments including Community Education, Culinary Arts, Instruction Office, and Reprographics with various tasks.

OWNER'S AGENT / ON-SITE MANAGER

Lyon Alameda Apartments, May 2007 – October 2021

In town owner representative for ten-unit apartment complex managing tenants and property maintenance.

HOUSEKEEPER / LABORER

Self Employed, November 2002 – September 2021

Clean, maintain, and prepare long-term and short-term rental properties between tenants and perform minor maintenance work including painting, flooring, and yard upkeep.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Peter	M	Fink

Voter Registration Address	STREET ADDRESS	CITY	STATE	ZIP CODE
[redacted]		South Lake Tahoe	CA	96150

MAILING ADDRESS (if different):	P.O. BOX	CITY	STATE	ZIP CODE

PHONE NUMBER(S): [redacted]

EMAIL ADDRESS: [redacted]

EMPLOYER:
Grass Roots Natural Foods

EDUCATION/EXPERIENCE:

Pacific Grove High School, Monterey Peninsula College, CSU Chico

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Bicycle Advisory Committee to the SLT Recreation JPA (10+yrs), Parks and Recreation Commission (10+yrs),

TAMBA, LTBC, Bijou School-Bike Club (12 yrs), Numerous Bicycle Safey Rodeos for elementry and middle school

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Responsibilities: Approve the budget, approve contracts and bids, oversee city services and departments, represent constituents.

Goals: I would like to bring my experience and professionalism to help guide our city while being available to the public.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

I'm currently on the Parks and Rec commission and the BAC to the recreation JPA.

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:
I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualification or dismissal.

DATE: 11/12/2025 SIGNATURE: [redacted]

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South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Douglas	H.	Williams

Voter Registration Address	STREET ADDRESS	CITY	STATE	ZIP CODE
[redacted]	, South Lake Tahoe,	CA	96150	

MAILING ADDRESS (if different):	P.O. BOX	CITY	STATE	ZIP CODE

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted] [redacted]

EMPLOYER:
Cedar Pines Resort

EDUCATION/EXPERIENCE:

Some College

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

On The following boards, South Tahoe Tourism Improvement District,

South Tahoe Chamber, Christmas Cheer El Dorado County Fair, SLT Planning Commission

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

council members represent the city on numerous committees and commissions,

make vote in council on budgets, ordaniances and direction of the city.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☑ NO ☐

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

None

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

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CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Manuel		Jimenez JR

Voter Registration Address: STREET ADDRESS	CITY	STATE	ZIP CODE
[redacted]	SLT	CA	96150

MAILING ADDRESS (if different): P.O. BOX	CITY	STATE	ZIP CODE

PHONE NUMBER(S): [redacted]

com

EMPLOYER: SELF EMPLOYEED

EDUCATION/EXPERIENCE: 25 Plus years Business Exp. in Several States

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

Catholic Church Affiliation. Member Knights of Columbus

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The city council has the Reponsibitiy to Represent the Residents & Business owners of South Lake Tahoe with Transparency, Fiscal Responsibity & clear vision for the future

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES [X] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [X] NO [ ]

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are tru[redacted] statement or omission of material facts will subject me to disqualificatio[redacted]

DATE: NOV 12 2025 SIGNATURE: [redacted]

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CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Daryle	F	Balao

Voter Registration Address	STREET ADDRESS	CITY	STATE	ZIP CODE
[redacted]		South Lake Tahoe	CA	96150

MAILING ADDRESS (if different):	P.O. BOX	CITY	STATE	ZIP CODE

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted]

EMPLOYER:
Retired

EDUCATION/EXPERIENCE:

I have a AS degree in fire science.

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

I'm a retired Fire Captain Paramedic that has over 30 years experience in emergency management.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

The responsibility of a council member is to ensure they correctly represent their constituents. In the best interest of the community.

As a council member a community goal I strive to provide the best community services and support to the community of South Lake Tahoe

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☐ NO ☑

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

_____

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

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CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
NANCY	A	PEVERINI

Voter Registration Address: [redacted] STREET ADDRESS, SOUTH LAKE TAHOE, CA 96150 (CITY, STATE, ZIP CODE)

different): P.O. BOX CITY STATE ZIP CODE

PHONE NUMBER(S): [redacted] EMAIL ADDRESS: [redacted]

CONSUMER ATTORNEYS OF CALIFORNIA

EDUCATION/EXPERIENCE:

BA/HISTORY SANTA CLARA UNIVERSITY; JURIS DOCTORATE, MCGEORGE SCHOOL OF LAW; CURRENT MEMBER LTCC

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

TAMBA (Tahoe Area Mountain Bike Assoc.), Treasurer, Consumer Federation of CA, Past-President Women Lawyers of Sacramento, Former Member AIDS pro bono legal services panel, Member Omni Yoga Studio, Member United Policyholders consumer non-profit that assists on insurance issues

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

Please see attached.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☐ NO ☑

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

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Application of Nancy Peverini for SLT City Council

The responsibility of a city council member is to listen to constituents and then develop and implement the best policies for constituents and Lake Tahoe. I am uniquely qualified to accomplish that goal.

As a statewide advocate for consumer legal issues, I know firsthand how to digest policy issues and how to use advocacy expertise to navigate the politics and achieve results. As a seasoned advocate on consumer and environmental issues, I have "know how" to get things done. My career has focused on consumer legal issues and I bring advocacy knowledge in the following areas: environmental (PFAs-forever chemicals, Chrom 6 contamination, benzene, paraquat, lead paint), worker rights, the rights of LGBTQ and other protected classes, remedies for victims of financial and physical elder abuse, housing, fire related issues (I have been involved in every piece of CA legislation related to fires, the FAIR plan, utility accountability, fire insurance and fire recovery-from the North Bay to LA fires) and was lead in forging a statewide compromise between those with disabilities and small businesses as we balanced the need for access versus constraints on small businesses, which has been an issue in SLT. In addition, my career has focused on the legal rights of women and I took lead, working with then-Senator Connie Leyva, to ban "secret settlements" or non-disclosure agreements in sexual assault and abuse cases after the Harvey Weinstein sexual harassment coverup in 2017.

As a member of the Al Tahoe neighborhood, my neighbors are my friends. We are from all different walks of life (lake front homeowners, renters, casino workers, SLT city and agency employees, Barton employees, restaurant workers, seasonal workers, part time homeowners, retirees) and we all meet regularly, bond over our love of the lake and of our dogs and venture out as neighbors to the occasional trivia night (Go Al Tahoe Terrifics!). My parents bought a house in Al Tahoe in 1971 and I waitressed in about every restaurant this city has or had. As a homeowner, I have navigated TRPA and city requirements with a tear down and remodel. I have friends and family throughout the city. The skill set that I have, although mostly on the statewide level, directly translates into the ability to understand and act at the local level. I am ready for, and look forward to, this challenge and opportunity. Thank you.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Jonathon G. Springer		

Voter Registration Address	STREET ADDRESS	CITY	STATE	ZIP CODE
[redacted]	South Lake Tahoe, CA 96150			

MAILING ADDRESS (if different):	P.O. BOX	CITY	STATE	ZIP CODE

PHONE NUMBER(S): [redacted] EMAIL ADDRESS: [redacted]

EMPLOYER:
Starbucks Coffee Company

EDUCATION/EXPERIENCE:

BS in Industrial Engineering; LSU 2007. Senior engineer at Starbucks Roasting Plant, Minden, NV (13 years)

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

El Dorado County Search and Rescue - (2016-2019)

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

City council sets policy to direct maintenance of services, budget approval, economic initiatives, and long term planning.

I would like to encourage more pedestrian and bike friendly infrastructure, balance tourism and resident needs, improve home affordability.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☐ NO ☑

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

None

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualifica[redacted]missal.

DATE: 11/12/2025 SIGNATURE: [redacted] Digitally signed by Jonathon Springer Date: 2025.11.12 14:33:27 -08'00'

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

WHEN COMPLETED RETURN FORM TO:
sblankenship@cityofslt.gov
Or by mail to:
City of South Lake Tahoe
Attn: Susan Blankenship - City Clerk
1901 Lisa Maloff Way, Ste 206
South Lake Tahoe, CA 96150-6324 PH: (530) 542-6005

This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST	MIDDLE INITIAL	LAST
Grant	S	McCracken

Voter Registration Address STREET ADDRESS	CITY	STATE	ZIP CODE
[redacted]	South Lake Tahoe	CA	96150

MAILING ADDRESS (if different): P.O. BOX	CITY	STATE	ZIP CODE

PHONE NUMBER(S): EMAIL ADDRESS:

[redacted]

EMPLOYER:
Self-employed.

EDUCATION/EXPERIENCE:

Current: Founder / entrepreneur (DarkHorse Security, vlkn ai). Past: VP of Ops @ Bugcrowd (led 100+ person global team + managed 8 figure budget). ~10 years in management / leadership. Education: magna cum laude, CSU Fresno

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS:

No direct experience in this regard, but as a local resident and homeowner with a kid on the way, I'm highly invested in the growth and improvement of the city we call home, and where we'll be raising our kids and living our lives. With a strong background in leadership and pragmatic management at scale, I'm eager to bring my unique blend of conservative sensibility and progressive ideals to help improve the city we love and call home.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED?

To quote the city council's mission statement, the council "exists to represent the public interest, to oversee the City's operations and to plan for the City's future". Fundamentally, the Council is the legislative body of the city, making decisions on ordinances, policy, budget and appointments. As for what I hope to accomplish, I would be satisfied if upon leaving office I was able to say that I genuinely improved the quality of life for all our residents, both in the present, as well as for future generations. There's no shortage of complex and nuanced issues that face our city today - ranging from housing, to the environment and our beautiful lake, to tourism, corruption, wildfire risk, land use, education, and more. There is much to be done, and I believe that I can meaningfully contribute to advancing the right solutions.

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy?

YES ☐ NO ☑

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

N/A; as a note on the above, while I haven't directly attended meetings, I do typically watch them after the fact.

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES ☑ NO ☐

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true [redacted] nd that any false statement or omission of material facts will subject me to disqualification

DATE: 11/12/25 SIGNATURE: [redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

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This Application meets the minimum requirements to apply. You are encouraged to provide additional documents to support your appointment.

CITY OF SOUTH LAKE TAHOE

APPLICATION FOR CITY COUNCIL APPOINTMENT (Limited Term)

*Applicants must reside within the city limits and be registered to vote in the City of South Lake Tahoe at the time the application is submitted.

NAME: FIRST Veronica MIDDLE INITIAL Mercedes LAST Morales

[redacted] CITY South Lake Tahoe STATE CA ZIP CODE 96150

CITY STATE ZIP CODE

PHONE NUMBER(S): [redacted] EMAIL ADDRESS:

EMPLOYER: Tahoe Heavenly Roofing Inc. / Owner

EDUCATION/EXPERIENCE: High School Graduate / Currently active in Serving our Community - Encompass Youth - Tahoe Remnant Ministries

PLEASE LIST ANY PAST OR PRESENT COMMUNITY INVOLVEMENT AND/OR GROUP AFFILIATIONS: Pastor - Tahoe Remnant Ministries - actively helping people in our community Gang and Drug Prevention for our Youth in our community - work with the Kids in the Juvenile Detention Center. Volunteer Mentor for Encompass Youth.

WHAT DO YOU SEE AS THE RESPONSIBILITIES OF THE CITY COUNCIL AND WHAT DO YOU HOPE TO ACCOMPLISH IF APPOINTED? The City Council is responsible to govern and establishing the overall priorities of the city. If im appointed my hope is to accomplish priorities for the city that will leave positive long lasting affects for our Community

Have you taken the opportunity to attend any previous City Council meetings prior to the notice of this vacancy? YES [X] NO [ ]

Please list any potential conflict of interests that you may foresee if appointed to the City Council:

If appointed to the City Council you will be required by the State of California Fair Political Practices Commission to file a Conflict of Interest Statement with the City Clerk. Will you be willing to comply with this requirement?

YES [X] NO [ ]

CERTIFICATE OF APPLICANT:

I certify that all statements made in this application are true and complete. I understand that any false statement or omission of material facts will subject me to disqualifica[redacted]

DATE: 11-12-2025 SIGNATUR[redacted]

Please note that the information provided on this application, including address, phone number and email address will become a matter of public record.

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City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: November 18, 2025

Agenda Item #: 10

Agenda Item: 2026 City Council Meeting Schedule

Executive Summary: City Council will consider the adoption of the 2026 regular meeting schedule. In drafting the 2026 calendar, consideration was given to school holidays and providing a life-work balance for staff. The proposed 2026 meeting schedule includes a total of twenty meetings, including a Budget Workshop. Of these twenty meetings, ten will be held at 9 a.m. and ten will be held at 5:30 p.m.

Requested Action / Suggested Motions: Pass a Resolution adopting the 2026 City Council regular meeting schedule.

Responsible Staff Member: Susan Blankenship, City Clerk, and Joe Irvin, City Manager

Reviewed and Approved By: Heather Stroud, City Attorney

Attachments:

01-Staff Report - 2026 City Council Meeting Schedule.docx
02-Resolution - 2026 City Council Meeting Schedule.docx
03-2026 City Council Meeting Calendar (Exh. A to Reso).pdf

City of South Lake Tahoe
Report to City Council

Meeting Date: November 18, 2025

Title: 2026 City Council Regular Meeting Schedule

Location: Citywide

Responsible Staff Member: Susan Blankenship, City Clerk and Joseph Irvin, City Manager

Background: In 2025, City Council scheduled twenty regular meetings. Of these twenty meetings, ten were held at 9 a.m. and ten were held at 5:30 p.m.

In drafting the 2026 calendar, consideration was given to school holidays and providing a life-work balance for staff.

The El Dorado County Board of Supervisors has requested the use of the City Council Chambers to hold meetings on May 12 and September 29.

Issue and Discussion: City Council will consider the adoption of the 2026 regular meeting schedule. The proposed 2026 meeting schedule includes a total of twenty meetings, including a Budget Workshop. Of these twenty meetings, ten will be held at 9 a.m. and ten will be held at 5:30 p.m.

Meetings will be held the second and fourth Tuesday in January, February, March, August, and September; the first and third Tuesday in May, June, November, and December; the third Tuesday in April; and the first Tuesday in October.

The first meeting of every month will begin at 9 a.m. The second meeting will begin at 5:30 p.m. If there is only one meeting in a month, it will begin at 5:30 p.m. The August 25 Budget Workshop will begin at 9 a.m.

No meetings have been scheduled for the month of July.

Special City Council meetings may also be scheduled on an as needed basis during the year.

Environmental Considerations: Adopting the meeting calendar is not a project subject to review under the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15378(5) (organizational or administrative activities that will not result in direct or indirect physical changes to the environment).

Policy Implications: Government Code section 54954(a) requires that the legislative body of a local agency provide the time and place for holding regular meetings. As such, the City Council adopts a resolution identifying the City Council meeting schedule for the following year.

If adopted, City Council Protocols will be amended.

Resolution 2025-XXX

Adopted by the City of South Lake Tahoe
City Council

November 18, 2025

2025 City Council Meeting Schedule

BACKGROUND

A. In accordance with Government Code Section 54954 (a), the City Council sets the regular meeting schedule on the second and fourth Tuesday in January, February, March, August, and September; the first and third Tuesday in May, June, November, and December; the third Tuesday in April; and the first Tuesday in October.
B. City Council meetings are held at City Hall, City Council Chambers, 1901 Lisa Maloff Way, South Lake Tahoe.
C. The first meeting of every month will begin at 9 a.m. The second meeting of the month will begin at 5:30 p.m. If there is only one meeting in a month, it will begin at 5:30 p.m. The Budget Workshop will begin at 9 a.m.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, BE IT RESOLVED, that the City Council of the City of South Lake Tahoe:

1. Does hereby adopt the 2026 Regular Meeting Schedule (Exhibit A).

Adopted by the City of South Lake Tahoe City Council on November 18, 2025, by the following vote:

Yes:
No:
Abstain:
Absent:

_____ Date:_____
Cody Bass, Mayor

Attest:

_____
Susan Blankenship, City Clerk

The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the South Lake Tahoe City Council.

City Council meetings will be held at City Hall, 1901 Lisa Maloff Way, South Lake Tahoe

2026 City Council Meeting Calendar

January

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25*	26	27	28	29
30	31	*Budget Workshop				

September

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2026 Holidays

Jan 1	New Year's Day
Jan 19	MLK
Feb 16	Presidents Day
May 25	Memorial Day
June 19	Juneteenth
July 3	July 4th Observed
Sept 7	Labor Day
Oct 12	Indigenous People's Day
Nov 11	Veterans Day
Nov 26 & 27	Thanksgiving Holiday
Dec 24 & 25	Christmas Holiday

This first meeting of every month will begin at 9 a.m.
The second meeting will begin at 5:30 p.m. If there is only one meeting in the month, it will begin at 5:30 p.m.
The August 25 Budget Workshop will begin at 9 a.m.

Yellow Highlighted meetings begin at 9 a.m.
Blue Highlighted meetings begin at 5:30 p.m.

City of South Lake Tahoe

Agenda Item Executive Summary

Joe Irvin, City Manager

Meeting Date: November 18, 2025

Agenda Item #: 11

Agenda Item: Agenda Planning Calendar

Requested Action / Suggested Motions: Identify, with consent of at least two Council Members, any desired future agenda items, and/or modify the Agenda Planning Calendar as desired.

Responsible Staff Member: Susan Blankenship, City Clerk, and Joseph Irvin, City Manager

Attachments:

APC 11 13 2025.pdf

2025 Agenda Planning Calendar (Updated 11 13 2025)

		Agenda Item	Agenda Section
Dec 9, 5:30 p.m.	**City Clerk**	City Council Protocols Update	NB
		Mayor and Mayor Pro-Tem Selection	NB
		Council Assignments to Boards and Comms (Regional Housing Policy & Sign Ord Subs)	NB
	CM\CC	City Commission Roles Strategic Priority Discussion	NB
	City Manager	Transit JPA Funding & Reimbursement Agreement	NB
	Dev Services	Motel Voucher Program	UB
		Purchase Sale Agreement 3900 LTB Affordable Housing Amendments	NB
	Finance	Annual ROPS Approval	Consent
		Quarterly & Financial Status Report as of September 2025	Consent
		Investment Portfolio Report as of September 2025	Consent
	Fire	Fire Engine Purchase	Consent
	Parks & Rec	Agreement with LTUSD 3rd Grade Swim Program	Consent
		Agreement with AARP Tax Aide Program	Consent
	Police/CA	Bear Presentation	Presentation
		Amendment to Professional Services Agreement with Walker Telecomm	

2025 Agenda Planning Calendar (Updated 11 13 2025)

	Public Works	Award El Dorado Beach Revetment Repair Design Contract	Consent
		Vehicle Purchase Parks Department	
		Rockwood to Blackwood Changeorder reconciliation	Consent
		Tahoe Valley Phase 1 Changeorder reconciliation	Consent
Unscheduled/Pending			
	City Attorney	Ethics Policy Revisions	
		VHR Ordinance Amendments	
	CA/DS	Discussion: City Requirement to Replace Housing Units within the City	
	City Clerk	Pride Resolution Update	
		Ordinance Increasing City Council Compensation (October 2026)	
	CC/CA	Recreation JPA Amendment #3 to Agreement	
	City Manager	Grants/Funding for Undergrounding Utilities	
		Chateau Update	
	CA\PD	SMD Ordinance (First Reading)	
	Dev Services	Evaluate Feasability - Res. Area Plan/SB9 and Remove Tourist Accomodation	
		CTC Land Exchange	

2025 Agenda Planning Calendar (Updated 11 13 2025)

	John Stewart Company Presentation
	Performance Bond as a Condition of Demolition
	PLHA Grant Budget Appropriation Sugar Pine Phase 4
	TRPA Living Housing and Mobility Fees
	Discussion: Second Home Cap/Permit Options
Finance	Disolution STJPPFA
	TID Annual Report
Fire	First Due Contract
Parks & Rec	Events and Facitilies Naming Rights Discussion
	Future of Senior Center
Police	Barton Community Health Needs and Harm Reduction Update
Police/PW	Bike Paths/Speed Bumps, Bike Parking, Vehicle Parking
	2026 Update to Parking Fees in the Bellamy Parking Garage
Public Works	Geothermal Use Discussion Item
	Award of PD Roof Replacement
	Eloise Bike Path Enhancements

2025 Agenda Planning Calendar (Updated 11 13 2025)

	Adjustment to 2026 Paving Program
	TTD US 50 Plans Presentation
	Award Lakeview and Ski Run Electrical Upgrades
	Facilities Condition Assessment
	Award PS&E for Sugar Pine Bike Path Project