

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



Contract Number

24-960

SAP Number

## REGIONAL PARKS DEPARTMENT

<b>Department Contract Representative</b>	<b>Beahta R. Davis</b>
<b>Telephone Number</b>	909-387-2340
<b>Contractor</b>	State of California Department of Parks and Recreation
<b>Contractor Representative</b>	<b>Keren Dill</b>
<b>Telephone Number</b>	<b>916-516-6067</b>
<b>Contract Term</b>	Signature Date - October 9, 2044
<b>Original Contract Amount</b>	\$300,000
<b>Amendment Amount</b>	N/A
<b>Total Contract Amount</b>	\$300,000
<b>Cost Center</b>	6520001000

**Briefly describe the general nature of the contract:**

Grant Agreement, including non-standard terms, with the State of California Department of Parks and Recreation to provide funding for planning for facilities such as boat launching ramps, boarding floats, and associated parking areas, restrooms, and lighting for motorized and non-motorized boaters at Lake Gregory in an amount not to exceed \$300,000 for a contract period of when the State sign through October 9, 2044.

**FOR COUNTY USE ONLY**

<p>Approved as to Legal Form</p> <p><i>Suzanne Bryant</i></p> <p><small>C2A78869B945419</small></p> <p>Suzanne Bryant, Deputy County Counsel</p> <p>Date 9/17/2024</p>	<p>Reviewed for Contract Compliance</p> <p>_____</p> <p>Date _____</p>	<p>Reviewed/Approved by Department</p> <p>_____</p> <p>Date _____</p>
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STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER <b>C23709002</b>	PURCHASING AUTHORITY NUMBER (If Applicable)
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1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Parks and Recreation, Division of Boating and Waterways (Department)

CONTRACTOR NAME

San Bernardino County Regional Parks

2. The term of this Agreement is:

START DATE

3/1/2024 or the date signed by the Department (whichever comes later)

THROUGH END DATE

2/1/2027

3. The maximum amount of this Agreement is:

\$300,000 (Three Hundred Thousand Dollars and No Cents)

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	1
Exhibit B	Budget Detail and Payment Provisions	1
Exhibit C *	General Terms and Conditions can be viewed at the link below.	
Exhibit D	Construction Terms	17
Exhibit E	Department of Parks and Recreation, Division of Boating and Waterways Maintenance Guidelines	4
Exhibit F	Feasibility Report	10
Exhibit G	Contractor Certification Clauses	5

*Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.*

*These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language>*

**IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.**

**CONTRACTOR**

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

San Bernardino County Regional Parks

CONTRACTOR BUSINESS ADDRESS

268 W. Hospitality Lane, Suite 303

CITY

San Bernardino

STATE

CA

ZIP

92408

PRINTED NAME OF PERSON SIGNING

Beahta R. Davis

TITLE

Director of Regional Parks

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

**STANDARD AGREEMENT**

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER <b>C23709002</b>	PURCHASING AUTHORITY NUMBER (If Applicable)
--------------------------------------	---

**STATE OF CALIFORNIA**

CONTRACTING AGENCY NAME

Department of Parks and Recreation, Division of Boating and Waterways

CONTRACTING AGENCY ADDRESS

P.O. Box 942896

CITY

Sacramento

STATE

CA

ZIP

94296

PRINTED NAME OF PERSON SIGNING

Ramona Fernandez

TITLE

Deputy Director

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

### Scope of Work

San Bernardino County Regional Parks (Contractor) agrees to complete the design, permits, and establish an engineer's estimate of construction costs to replace Lake Gregory's non-motorized boat launching facility located at 24171 Lake Drive, Crestline, California 92325 with the funding from this agreement.

- 1. Engineering** - Design improvements and establish an engineer's estimate of construction costs to include installing a public low freeboard boarding float, constructing a new boater restroom, improving the entrance roadway into the facility, increasing the number of single vehicle parking stalls to a minimum of 15 to 20 spaces for cartop launching, adding at least one vehicle-trailer and one accessible vehicle-trailer parking stall, installing lighting, and project signage.
- 2. Permits** - Include but are not limited to: U.S. Army Corps of Engineers Section 404 Permit, California Department of Fish and Wildlife 1600 Permit, and California Regional Water Quality Control Board 401 Water Quality Certification, and any additional permits identified as necessary through the CEQA and NEPA processes.

Project representatives during the term of this contract shall be:

Nathan Godwin, General Manager  
San Bernardino County Regional Parks  
268 W. Hospitality Lane, Suite 303  
San Bernardino County Regional Parks

(909) 338-2233

nathan.godwin@lakegregory.com

Joe Dux, Project Manager  
Division of Boating and Waterways  
P.O. Box 942896  
Sacramento, CA 94296

(916) 902-8822

joe.dux@parks.ca.gov

### Budget Detail and Payment Provisions

#### Invoicing and Payment

For services satisfactorily rendered, and upon receipt and approval of the invoices, the State agrees to compensate the Contractor for actual expenditures incurred in accordance with the project scope and estimated costs up to a maximum of \$300,000 specified in the Lake Gregory NMBLF Project Cost Estimate chart provided below.

#### Budget Contingency Clause

It is mutually agreed that if the Budget Act of the 2021 funding year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the project, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to the Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.

If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this project, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an agreement amendment to Contractor to reflect the reduced amount.

#### Prompt Payment Clause

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with Section 927.

#### Project Cost Estimate

San Bernardino County Regional Parks estimates the project cost total as currently proposed is \$300,000. The Lake Gregory NMBLF Project Cost Estimate (see below) identifies the estimated cost breakdown.

Lake Gregory NMBLF Project Cost Estimate	
NON-CONSTRUCTION SCOPE	COST ESTIMATE
Engineering	\$ (up to) 250,000
Permits	\$ (up to) 50,000
<b>TOTAL ESTIMATED PROJECT COST</b>	<b>\$ 300,000</b>

**CONSTRUCTION TERMS**

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ARTICLE 1 - DEFINITIONS

- A. "Budget Act": The legislative enactment of a budget in support of on-going programs (appropriations) in accordance with the provisions of Section 12 of Article IV of the Constitution of the State of California.
- B. "CEQA": The California Environmental Quality Act.
- C. "Commission": The Boating and Waterways Commission.
- D. "Contract": Legally binding agreement that authorizes funds to finance all or part of the Project Costs.
- E. "Contract Performance Period": The time during which the Contractor may carry out the work authorized by the Contract.
- F. "Contractor": The Entity identified as the Contractor on the Standard Agreement Form 213 of the Contract.
- G. "Date of Acceptance": The date specified on the Project Completion Certification, and which denotes the beginning of the twenty (20) year portion of the Contract term in accordance with Article 3, Subpart A of this Exhibit.
- H. "Department": The Department of Parks and Recreation, Division of Boating and Waterways.
- I. "Exhibit F": The feasibility report, which presents the proposed Project in "concept" form only. The actual Project layout shall be determined by the Contractor and the engineer of record (to be determined) during the design process taking actual site conditions and public safety into account. The Project must meet the scope, cost and intent of this report and shall conform to Department guidelines.
- J. "Project": The construction, improvement or development of a recreational small craft boat launching facility as described in Exhibit F.
- K. "Project Area": The real property, and improvements thereto, identified in Exhibit F, within which the Project will be undertaken.
- L. "Project Completion Certification": A fully executed Notice of Completion, or equivalent, which states the Contractor has accepted the Project as complete on a specific date (Date of Acceptance).
- M. "Project Costs": Engineering, permitting, material and construction costs that are incurred by the Contractor for the purpose of completing the Project. However, Project costs incurred:

1. Shall not include any indirect or overhead charges,
2. For engineering, permitting and inspection shall be no greater than the combined maximum budget allocation for *Engineering, Inspection and Permit Costs* as identified in Exhibit F (Lake Gregory Non-Motorized Boat Launching Facility Feasibility Report),
3. For engineering, inspection, and construction management services provided by the Contractor or Contractor's personnel may only be reimbursed with prior written approval of Department, and
4. Shall not include any expenses incurred prior to the start date of this Contract.

#### ARTICLE 2 - CONTRACTOR'S WARRANTIES

- A. The Contractor warrants that the obligation created by this Contract will not create an indebtedness or liability contrary to the provisions of Section 18 of Article XVI of the Constitution of the State of California.
- B. The Contractor warrants that it has title to, or adequate interests in, the Project Area. Adequate interests include, but are not limited to, the following:
  1. Access to the Project Area by a maintained public way,
  2. A right of passage over a waterway, open to the public, between the Project Area and navigable waters, and
  3. Easements or other rights of way outside the Project Area sufficient to provide utilities and services to the Project.
- C. The Contractor warrants that there is no encumbrance, lien, easement, license, title, cloud or other interest that may interfere with the Project Area or use thereof by the public.

#### ARTICLE 3 - TERM OF CONTRACT

- A. This Contract, subject to any provision for prior termination, shall begin on the Contract Start Date and shall continue for twenty (20) years from the Date of Acceptance by the Contractor. If the Date of Acceptance occurs before or after the stated Contract Performance Period end date, the Contract will be amended to reflect the revised 20-year term.



- B. This Contract may be extended, amended or cancelled upon the written agreement of the parties.
- C. Failure by the Contractor to comply with the terms of any Department contract may jeopardize the Contractor's ability to be awarded funding in future funding opportunities offered by the Department.

#### ARTICLE 4 - BUDGET CONTINGENCY

- A. Only funds that have been appropriated by the Legislature and approved for expenditure on the Project by the Department, on or before the first date of the Contract Performance Period of this Contract, are authorized for disbursement through this Contract.
- B. In the event that the Legislature or Department, for any reason, does not approve sufficient funding for this Project, or should the Contractor be unable to complete the Project within the established budget or otherwise be unable to fund any costs over the established budget, and provided that the Contractor has not accepted any Contract funds, Department shall have no liability to pay any funds whatsoever to the Contractor or to furnish any other consideration under this Contract and the Contractor shall not be obligated to perform any provision of this Contract; this Contract shall be of no further force and effect.
- C. In the event that the Legislature or Department does not approve sufficient funds to complete the Project, or should the Contractor be unable to complete the Project within the established budget or otherwise be unable to fund any costs over the established budget, and the Contractor has drawn Contract funds:
  - 1. The Contractor shall repay all drawn Contract funds within ninety (90) days of the end of the fiscal year that such approval is denied, or
  - 2. The Contractor shall complete the Project within the scheduled timeline using the Contractor's own funds, orUpon the Department's discretion,
  - 3. Department and Contractor may agree upon a reduced scope version of the Project to be completed within the scheduled timeline and all funds in excess of those previously appropriated necessary to complete the Project shall come from the Contractor, or

4. Department and Contractor may, within ninety (90) days of knowledge of such denial, agree that the expenditure of such funds toward the Project constitutes construction completion. The date of such agreement shall become the Date of Acceptance of the Project and the Contractor shall be obligated to perform all non-construction provisions of this Contract for twenty (20) years beyond the Date of Acceptance.

#### ARTICLE 5 - DISBURSEMENT OF CONTRACT

The Department shall provide a Contract to the Contractor in the maximum amount stated on the face page of the Contract, however:

- A. No funds shall be disbursed for work performed prior to the first date of the Contract Performance Period of this Contract.
- B. The Department shall have no obligation to disburse any Contract funds for construction activities unless and until the Contractor demonstrates that it has acquired all permits necessary to construct and operate the Project.
- C. The Department shall have no obligation to disburse any Contract funds unless and until the Contractor provides the Department with copies of fully executed contracts for which it seeks reimbursement.
- D. The Department shall have no obligation to disburse any Contract funds unless and until the Contractor demonstrates that it has satisfactorily complied with the California Environmental Quality Act (CEQA) for the Project.
- E. Contract disbursements to cover Project Costs shall be made in arrears as follows:
  1. Contractor shall request a Contract disbursement in arrears at least quarterly, but not more frequently than monthly, for any and all reimbursable expenses incurred during that period, using the form provided by the Department unless the Contractor has a form otherwise approved by the Department in writing. Paid invoices or other evidence of the Contractor's payment of Project Costs must accompany Contract disbursement requests.
  2. Contract disbursement requests shall be submitted in duplicate hardcopy to the Department in a form satisfactory to the Department.
  3. In the event no reimbursable expenses were incurred during a quarter, the Contractor shall report to the Department of any progress made on the Project,

- or explanation of no progress made on the Project, at least quarterly, but not more frequently than monthly.
4. The Department shall withhold from each Contract disbursement an amount equal to ten percent (10%) of each disbursement until the Department has accepted the Project as complete and has approved all Project Costs and all stop notices or other liens have been released.
  5. The Contractor shall request the final Contract disbursement no later than thirty (30) days following the Date of Acceptance of the Project by the Contractor.
- F. The Department, at its sole discretion, may withhold any Contract disbursement if the Contractor fails to comply with any of the provisions of this Contract or if the Contractor is in breach of any contract with the State or the Department until the breach is remedied.
- G. The Contractor shall maintain accounting records in accordance with Generally Accepted Accounting Principles.

#### ARTICLE 6 - DESIGN AND CONSTRUCTION OF PROJECT

- A. The Contractor shall obtain from the Department advance written approval of the following:
1. All bid documents prior to advertisement including plans and specifications,
  2. All subcontracts prior to award,
  3. All change orders of \$5,000 or more, for any work performed under this Contract, and
  4. All changes to Project schedule discussed in Subpart D of this Article, of thirty (30) days or more.
- B. All architectural and engineering subcontracts for plans and specifications shall require that the plans and specifications:
1. Be prepared by persons licensed by the State of California to undertake the type of design work required by the Project (engineer's/architect's certificate number to appear on construction contract design documents),
  2. Be prepared in conformance with the most recent version of the Department of Boating and Waterways' *Layout & Design Guidelines for Boat Launching Facilities*,

3. Be submitted to the Department in 11" X 17" hardcopy and electronically in full sized and 11" X 17" PDF format. Specifications shall also be submitted in hardcopy and in PDF format,
  4. Become the property of the Contractor,
  5. Provide for all Project facilities set forth in Exhibit F, and
  6. Provide for shore side facilities for removing waste from vessel holding tanks in accordance with Harbors and Navigation Code Section 654.1.
- C. All construction contracts for the Project shall:
1. Be awarded in accordance with all applicable laws and regulations,
  2. Contain the following clause: "The Department of Parks and Recreation, Division of Boating and Waterways and its agents may, at any and all reasonable times during the term of this Contract, enter the Project Area for purposes of inspecting the Project Area."
  3. Contain a clause stating that the Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee who is employed in the work covered by such contracts or against any applicant for such employment because of sex, sexual orientation, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age, marital status, and denial of family care leave, and that such provisions shall include, but not be limited to: employment, upgrading, promotion or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship,
  4. Contain a clause that the construction contractor shall comply with all air pollution and environmental control rules, regulations, ordinances and statutes which apply to the Project and any work performed pursuant to this Contract,
  5. Require that the Project be constructed according to the plans and specifications prepared for the Project, and that quality control shall be performed, and compliance with specifications shall be verified, by qualified professionals selected by the Contractor or Contractor's representative, and
  6. If a boat launching ramp is to be constructed, require the preparation of a concrete test panel as specified in Subpart F of this Article.

7. Shall contain the requirements of Article 10 Liability and Fire Insurance and Article 20 Liability of this Contract.
- D. The Contractor shall, within sixty (60) days of approval of this Contract, provide the Department with a Project schedule showing the proposed dates of the following Project phases or milestones:
1. Beginning and ending dates of Project design consultant selection by the Contractor,
  2. Submission of the consultant services agreement to the Department for approval,
  3. Beginning and ending of Project design,
  4. Submission of plans and specifications to the Department for approval at 30%, 60%, 90% and 100% completion,
  5. Beginning and ending dates of Contractor advertising of Project for bids,
  6. Project bid opening date,
  7. Submission of the construction Contract to the Department for approval,
  8. Beginning and ending dates of Project construction,
  9. Acceptance of Project by the Contractor, and
  10. Submission of a Project Completion Certification to the Department.
- E. The Contractor shall provide the Department with a Construction Schedule showing all construction milestones, including the date the v-grooving test panel will be prepared and ready for Department inspection as required by Subpart F below.
- F. No placement or v-grooving of concrete for boat launching ramps on the Project shall be allowed until the construction contractor demonstrates proficiency in creating a satisfactory v-grooved surface by preparing a concrete test panel measuring no less than 6 feet by 4 feet. A Department representative must accept the test panel before the construction contractor shall be allowed to place or v-groove concrete for boat launching ramps. Precast boat launching ramp panels are exempt from the test panel requirement but must also be approved by a Department representative prior to placement or installation. Test panels must be adjacent to, but not part of, any ramp work to be completed and must remain accessible until all ramp work is completed and accepted by Department. The Contractor may incorporate the test panel into other concrete work (i.e. trash enclosure, etc.).
- G. Prior to the commencement of the construction of the Project, the Contractor shall cause the subcontractor to provide a corporate surety acceptable to the Department to be

furnished in favor of the Contractor and the Department, as their interests may appear, bonds or other security interests as allowed pursuant to Public Contract Code sections 10263 and 22300 in the minimum amounts indicated below:

1. Faithful performance – one-hundred percent (100%) of the total subcontract bid price.
  2. Labor and materials – one-hundred percent (100%) of the total subcontract bid price.
- H. The Contractor shall provide at least quarterly written reporting to the Department as to the progress and status of the Project using the form provided by the Department unless the Contractor has a form otherwise approved by the Department in writing.

#### ARTICLE 7 - COMPLETION OF PROJECT

- A. The Contractor shall complete the Project no later than February 1, 2027.
- B. The Contractor shall provide the following to the Department within sixty (60) days of the Date of Acceptance:
  1. A Project Completion Certification (or equivalent)
  2. An accounting of all contract funds
  3. As-built plans and specifications electronically

#### ARTICLE 8 - OPERATION AND MAINTENANCE OF PROJECT

- A. The Contractor shall not transfer its interest in the Project Area without the written approval of the Department.
- B. The Project and all other improvements constructed or placed in the Project Area shall be operated solely as a recreational small craft boat launching facility. Other uses of the facility such as for craft fairs, festivals, SNO-PARKS, special events, storage, transient parking, camping, etc., are not allowed without the prior written permission of the Department.
- C. The Project Area shall be open to all recreational vessels, including vessels powered by 2-stroke and 4-stroke gasoline engines, at all times during the term of this Contract except as approved by the Department. Notwithstanding Harbors and Navigation Code section 660, any non-emergency restrictions related to time-of-day use, speed zones, special-use areas, or pollution control measures in the Project Area which result in

closure or partial closure of waterways in the Project Area to any recreational vessel shall be subject to prior approval by the Department. Failure to obtain prior approval of the Department for such restrictions shall constitute a breach of this Contractor and may result in penalties set forth in Article 9 of this Exhibit.

- D. The Contractor (or any lessee or concessionaire operating under the authority of the Contractor) shall not charge any fee or combination of fees totaling more than \$13.00 to include but not limited to fees for: vessel launch and retrieval, parking, entry, day-use, and water-use. Such funds may be collected and used only to make repairs, renewals, and replacements necessary for the efficient operation of the recreational small craft boat launching facility and to keep the facility in good repair at all times. The total fee charged may be adjusted annually in accordance with percentage changes in the *United States Bureau of Labor Statistics Consumer Price Index (CPI)* using the *U.S. City Average, All Items, 1982-84 = 100*, as of the first date of the Contract Performance Period of this Contract. Any adjustment exceeding the annual percentage change in the CPI shall be made only after the Contractor obtains the written approval of the Department. Such rates and fees shall be maintained at a level comparable to those charged at State owned boat launching facilities in the region.
- E. The Contractor shall maintain the Project Area and all improvements funded by this Contract in accordance with the Department of Parks and Recreation, Division of Boating and Waterways Maintenance Guidelines (Guidelines), a copy of which is attached to and made a part of this Contract. The Department and its agents may, at any and all reasonable times during the term of this Contract, enter the Project Area for purposes of inspecting the Project Area to determine if the facility is being maintained according to the Guidelines.
1. The Contractor shall provide to the Department, within sixty (60) days of the first date of the Contract Performance Period of this Contract, a maintenance schedule for approval detailing how each objective of the attached Guidelines will be addressed within the Project Area over the term of this Contract. Each objective of the Guidelines must be considered; any objectives that are not applicable to the Contractor shall be included in the schedule with notation that such objective does not apply to this Project Area. The Department shall not unreasonably withhold its approval; however, it is the Contractor's responsibility to ensure that such maintenance schedule adequately addresses the

Contractor's responsibilities and each objective. The Department's written approval of the maintenance schedule shall be required before any funds are disbursed.

2. The Contractor shall comply with the approved maintenance schedule throughout the term of this Contract. Failure to maintain the facility according to the maintenance schedule is a breach of this Contract.
  3. Any changes to the maintenance schedule must be approved in writing by the Department.
- F. The Department shall not be liable for any costs of maintenance, management, control or operation of the Project Area.
- G. The Project Area shall be open and accessible for the use and enjoyment by the general public on equal and reasonable terms.
- H. All Project Area facilities shall be maintained and operated with due regard to public safety and in accordance with all applicable laws, ordinances, and regulations. All subcontracts relating to the operation of the Project shall include a nondiscrimination and compliance clause as referenced in Article 6, Subpart C of this Exhibit.
- I. All concession agreements for the operation and maintenance of the Project Area must have the written approval of the Department prior to award. The Department will approve such concession agreements only when the Contractor can demonstrate that private sector operation is the best available alternative. Concession agreements of a short-term duration (five years or less) are preferred, with renewal based upon performance reviews by both the local governmental agency and the Department. Any concession agreement for operation and maintenance of greater than five (5) years shall require the concessionaire to make a capital investment, acceptable to the Department, in the Project Area.
- J. All concession agreements for operation of the Project shall provide the following:
1. Fees paid to the Contractor by the concessionaire for the operation and maintenance of the Project (usually a percentage of gross receipts) may only be for "reasonable administrative charges" so as not to motivate the Contractor to turn over the operation and maintenance of the Project for purely profit considerations.
  2. Fees paid to the concessionaire for use of the facility shall be no greater than those allowed in this Contract.



3. The concessionaire shall operate the Project and all other improvements placed in the Project Area solely as a recreational small craft boat launching facility unless receiving written permission from the Contractor and the Department for other permanent or special event uses.
4. The Project Area shall be open and accessible for the use and enjoyment by the general public on equal and reasonable terms.
5. All Department signs shall be kept permanently in place.

#### ARTICLE 9 - BREACH OF CONTRACT

The Department through written notice may require the Contractor to remedy to Department's satisfaction any breach of this Contract within ninety (90) days of the date of such notice. The Department may extend the time permitting remedy of the breach if the Contractor begins such remedy within the said period; however, if the Contractor fails to proceed with or complete any remedial action within the time allowed, then the Department may take one or more of the following steps:

- A. The Department may take any action to correct the breach. The Contractor shall be liable for all costs, including administrative costs, incurred in the course of correcting the breach.
- B. The Department may require the Contractor to repay the Department for all Project Costs funded by the Contract. The Contractor shall make such repayment within one-hundred and eighty (180) days of the close of the fiscal year within which Department demands repayment. Repayment shall be determined by the Department on a prorated unexpired term basis (the remainder of the twenty (20) year term as determined in Article 3, Subpart A).
- C. In the event the Contractor adopts time-of-day, speed zones, special-use area, pollution control measures, or any other restrictions which restrict any or all of the Project Area, or result in its closure or partial closure to any form of recreational vessel, the Department may determine the percentage of boaters affected and may require the Contractor to repay the Contract on a prorated unexpired term basis for that percentage of all Project Costs funded by the Contract. The Contractor shall make such repayment within one-hundred and eighty (180) days of the close of the fiscal year within which a Department

demands repayment. Repayment shall be made according to a schedule determined by the Department after consultation with Contractor.

ARTICLE 10 - LIABILITY AND FIRE INSURANCE

- A. The Contractor shall, at a minimum, maintain in full force and effect during the term of this Contract the following insurance:

Bodily Injury or Death:	\$1,000,000 each person
	\$1,000,000 each occurrence
Property and Product Damage	\$1,000,000 each occurrence
	\$1,000,000 aggregate
Fire Insurance	90% of the full insurable value of all insurable components of the Project.

- B. All policy or policies shall contain the following endorsement:

The State of California, its officers, agents, employees and servants are hereby declared to be additional insured under the terms of this policy, as to activities of both the Contractor and the Department in respect to the Project, and this policy shall not be cancelled without thirty (30) days prior written notice to the Department.

- C. The Contractor agrees that all contracts between it and the subcontractor (or subcontractors) responsible for construction of the Project shall contain a clause which requires the subcontractor(s) to obtain insurance in the minimum amounts and kinds specified above in Article 10, Subpart A.
- D. The insurance requirements specified above in Article 10, Subpart A, may be satisfied to the extent that the Contractor can provide comparable protection for the Contractor and the Department by virtue of the Contractor participation in any "risk management" plan, self-insurance program, insurance pooling arrangement, or any combination of these, provided that the protection plan has been approved by the Department.
- E. The Contractor agrees that all subcontracts between it and the designer (or designers) responsible for design and preparation of plans and specifications of the Project shall contain a clause requiring said designer(s) to obtain Architect's Professional Liability (errors and omissions) Insurance in the amount of \$1,000,000.

- F. Copies of any policy or policies, including any new or renewal policy, shall be in a form satisfactory to the Department. Copies of such policy or policies shall be submitted to the Department at least twenty (20) days prior to the effective date or dates thereof.
- G. Loss under any fire insurance policy shall be payable to the Department for deposit in an appropriate trust fund with the State of California. The proceeds may be paid to the Contractor upon the Contractor's application for the reconstruction of the destroyed facilities.
- H. The Department shall not be responsible for the payment of any premiums or assessments on the Contractor's insurance policies.
- I. The Contractor shall provide proof of insurance to the Department annually and upon written request by the Department.

#### ARTICLE 11 - INSTALLATION OF OTHER FACILITIES

- A. The Contractor may at its own expense place or cause to be placed within the Project Area any structure, alteration, and/or improvement in addition to those set forth and described in Exhibit F, provided that such facilities:
  - 1. Are constructed, maintained and operated for the use, enjoyment, protection and service of the public,
  - 2. Are in compliance with Article 8 of this Exhibit,
  - 3. Do not directly or indirectly reduce the service capabilities for the boating public called for in Exhibit F including the sanitary and parking facilities, and
  - 4. Have the prior written approval of the Department. Approvals shall not be unreasonably withheld.
- B. The Department shall not be obligated to make or cause to be made any alteration, improvement, or repair to any facilities within the Project Area in addition to the original construction to the Project as provided for herein.

#### ARTICLE 12 - SIGN REFERRING TO DEPARTMENT FINANCING

The Contractor shall cause a permanent sign to be installed within the Project Area, which shall include the Department's logo (to be provided by Department) and a statement that the Department financed the Project. The sign may contain additional statements, which recognize the participation of other government agencies in the Project. The sign shall be installed before

the Project is made available to the public. The standard Department precast concrete sign shall be used unless the Contractor is required to use a different sign style or motif. An electronic drawing of the standard Department Project credit sign shall be furnished by the Department to the Contractor for inclusion in the plans and specifications. The location of the Project credit sign and make-up of a non-standard sign, including the dimensions, materials and lettering, requires the prior approval of the Department.

#### ARTICLE 13 - DIRECTIONAL SIGNS

The Contractor shall at the direction of the Department cause permanent directional signs to be installed, which shall provide adequate directions for reaching the Project Area. The signs shall be installed on major roads in the area and in as close proximity as possible to freeway exits in conformance with the provisions of the Local Agency's Development Code and the State Department of Transportation (CalTrans) policy. The locations and make-up of the signs, including the dimensions, materials, and lettering, require the prior approval of the Department.

#### ARTICLE 14 - WAIVER OF RIGHTS

Any waiver by either party hereto of its rights with respect to a default or any other matter arising in connection with this Contract shall not be deemed to be a waiver with respect to any other default or matter.

#### ARTICLE 15 - PROJECT REPRESENTATIVES

The Contractor and the Department shall each designate specific staff representatives for the purposes of communication between parties. The Contractor's representative shall be by delegation of authority, signed by the person designated by resolution to sign the Contract or any amendments, and to make decisions concerning the Contract.

#### ARTICLE 16 - REMEDIES NOT EXCLUSIVE

The use by either the Department or the Contractor of any remedy specified in this Contract for the enforcement of this Contract is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.

#### ARTICLE 17 - OPINIONS AND DETERMINATIONS

Where the terms of this Contract provide for action to be based upon the opinion, judgment, approval, review, or determination of either the Department or Contractor, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review, or determination to be arbitrary, capricious or unreasonable.

#### ARTICLE 18 - ASSIGNMENT

No assignment or transfer of this Contract or any part hereof, rights hereunder, or interest herein by the Contractor shall be valid unless and until it is approved by the Department in writing. The Department's approval shall be granted at its sole discretion and may be made subject to such reasonable terms and conditions as the Department may impose.

#### ARTICLE 19 - SUCCESSORS AND ASSIGNS OBLIGATED

This Contract and all of its provisions shall apply to and bind the successors and assigns of the parties hereto.

#### ARTICLE 20 - LIABILITY

- A. The Contractor waives all claims and recourse against the Department, including the right to contribution for any losses or damages arising from, growing out of, or in any way connected with or incident to this Contract.
- B. The Contractor agrees to indemnify, defend, and hold harmless the Department, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm, entity or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Contract, and/or from any and all claims and losses accruing or resulting to any person, firm, entity or corporation who may be injured or damaged by the Contractor in the performance of this Contract.
- C. The Contractor shall indemnify, hold harmless, and defend the Department, its officers, agents and employees against any and all claims, demands, damages, costs, expenses or liability connected with or arising out of the acquisition, design, construction, operation, maintenance, existence or failure of the Project.

- D. If the Department is named as a co-defendant, the Contractor shall notify the Department and represent it unless the Department elects to represent itself. If the Department undertakes its own defense, it shall bear its own litigation costs, expenses and attorney's fees.

#### ARTICLE 21 - TERMINATION

- A. Prior Termination. This Contract shall terminate on the date specified in Article 7, Subpart A of this Exhibit if by such date (1) the Contractor has not met all conditions precedent to disbursement under this Contract, or (2) the Department has disbursed no part of the Contract funds.
- B. Termination. In addition to the Department's right to terminate pursuant to Exhibit C, and as otherwise provided in this Contract, the Department may terminate this Contract without cause upon thirty (30) calendar days advance written notice to the Contractor.
- C. In the event of termination, the Contractor shall promptly return all advanced funds to the Department.

#### ARTICLE 22 - SUPERSEDING GENERAL TERMS AND CONDITIONS (GTC)

- A. The reference to the Contractor in Exhibit C is the Contractor in this Contract.
- B. Notwithstanding Paragraph 13 in Exhibit C, payment to the Contractor for expenses shall be limited as provided for in Article 5 of this Exhibit.
- C. Paragraph 5 in Exhibit C is replaced by Article 20 of this Exhibit.

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**LAKE GREGORY NON-MOTORIZED BOAT LAUNCHING FACILITY  
FEASIBILITY REPORT**



*Existing boat launch ramp*



*Existing access roadway and parking*

**San Bernardino County Regional Parks  
\$300,000 Grant**

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**SUMMARY**

The Boating and Waterways Commission (Commission) is being asked to provide Advice and Comment on the San Bernardino County Regional Parks' (County) request for a \$300,000 planning grant from the Harbors and Watercraft Revolving Fund (HWRF) for improvements to the Lake Gregory Non-Motorized Boat Launching Facility (NMBLF) at Lake Gregory.

The proposed grant funding would complete the design, permits, and establish an engineer's estimate of construction costs to replace the lake's primary non-motorized boat launching facility. The improvements would include installing a public low freeboard boarding float, constructing a new boater restroom, improving the entrance roadway into the facility, increasing the number of single vehicle parking stalls for cartop launching, adding a least one vehicle-trailer and one accessible vehicle-trailer parking stall, installing lighting, and project signage.

There are no expected problematic financial, engineering, permitting, stakeholder, or public access issues associated with this project. The County states it may seek grant funding of approximately \$950,000 to construct this project in Fiscal Year (FY) 2026/27.

The Department of Parks and Recreation, Division of Boating and Waterways (DBW) seeks Commission Advice and Comment on this proposed \$300,000 Harbors and Watercraft Revolving Fund planning grant to San Bernardino County Regional Parks for the Lake Gregory Non-Motorized Boat Launching Facility improvements described in this December 6, 2023, Feasibility Report.

## GRANT APPLICANT AND PREVIOUS COMMISSION ACTION

### Grant Applicant

The grant applicant for this project is San Bernardino County Regional Parks, which would be responsible for operating and maintaining the proposed boat launching facility for 20 years after construction.

### Commission Site Visit

Boating and Waterways Commission members completed an official visit to the Lake Gregory NMBLF on December 6, 2023, as part of the Commission tour.

### Previous Commission Action and DBW Grant Awards to San Bernardino County Regional Parks

DBW has not provided prior funding for improvements at Lake Gregory.

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## GENERAL LOCATION AND AREA

**Address:** Lake Gregory Regional Park at 24171 Lake Drive, Crestline, California 92325.

Lake Gregory NMBLF is in the San Bernardino Mountains, and is located in the community of Crestline, which is approximately 36 miles northeast of Ontario International Airport.

Access from Ontario International Airport is via I-10 E. Head west on E Airport Drive towards Terminal Way. Use the right 2 lanes to turn right at the first cross street onto N Archibald Ave. Use the right lane to take the ramp onto I-10 E for 2.1 miles.

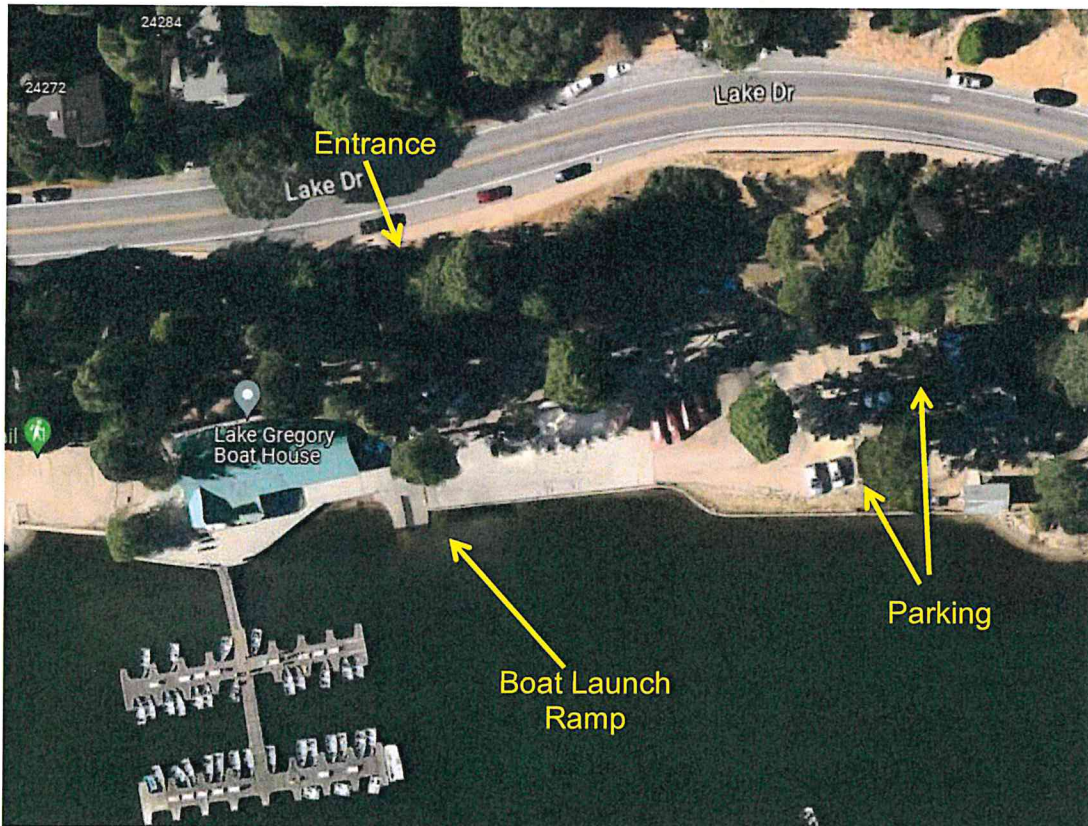
Merge onto I-10 E. Use the right 2 lanes to take exit 58A to merge onto I-15 N/Ontario Freeway toward Barstow/Las Vegas for 5.9 miles.

Use the right lanes to take exit 115A for route 210E toward 115A/San Bernardino for 1.2 miles. Merge onto CA-210 E for 11.6 miles. Take exit 76 for CA-18/Waterman Avenue.

Use any lane to turn left onto CA-18/N Waterman Avenue for 11.3 miles.

Use the right lane to take the CA-138 ramp to Crestline. Continue onto CA-138 W for 1.1 miles. Continue straight onto Lake Drive for 1.2 miles. Turn right into the Lake Gregory Regional Park parking lot, which is on your right.





Source: Google Maps

### Area

Lake Gregory Regional Park spans an 84-acre area that provides over four miles of hiking and biking trails, a dog park, and a lake for swimming, fishing, and many other water activities. The park sees over one hundred thousand visitors per year and is only approximately 90 minutes from Los Angeles.

Lake Gregory provides 72 acres of year-round recreation with boating activities that include kayaking, dinghy sailing, stand-up paddling, and fishing. The types of vessels approved for recreation at the lake include dinghy sailboats, durable personal boats less than 16 feet long, kayaks, stand-up paddleboards, canoes, pedal boats, row boats, aqua cycles, and duffy boats. The lake also includes a 12-acre area designated for swimming. The swimming area offers an inflatable water park with swimming beaches and water slides.

Water from Lake Gregory feeds into Lake Silverwood, which is part of the State Water Project. Lake Gregory's outdoor recreation program is currently undergoing substantial redevelopment to ensure public safety and increase local tourism, both of which are vital for business owners and residents of Crestline. San Bernardino County Regional Parks is working to improve recreational public access, water quality, and to ensure all regional parks remain safe and sustainable for increased public use.

## Usage

The facility was built in the late 1950s by the Crest Forest Community Water District, which owned and operated the lake from its construction in 1939 until its sale to the San Bernardino County Regional Parks in the late 1970s.

The Lake Gregory Community Recreation Company (LGCRC), a for-profit operator, currently operates and manages the boating facility yard and restroom, and rents out non-motorized vessels at the Northshore beach area and at the Bait and Tackle shop area. The County, in coordination with LGCRC currently charges public boaters that use their personal vessels a \$10 parking fee and a \$10 vessel launch fee that includes launching from any area of shoreline around the perimeter of the lake that is safe. Boat launch fees can be paid online, at the boathouse, in the Bait and Tackle shop, in the lake office, or with rangers who carry digital swipe terminals.

The existing boathouse boat ramp was the main access point for the public to launch personal vessels, but it has been closed to the public for over 20 years because the turnaround at the top of the boat launching ramp is too narrow, and because the access road into the facility is only a narrow single lane flanked by trees on the side of an eroding hill.

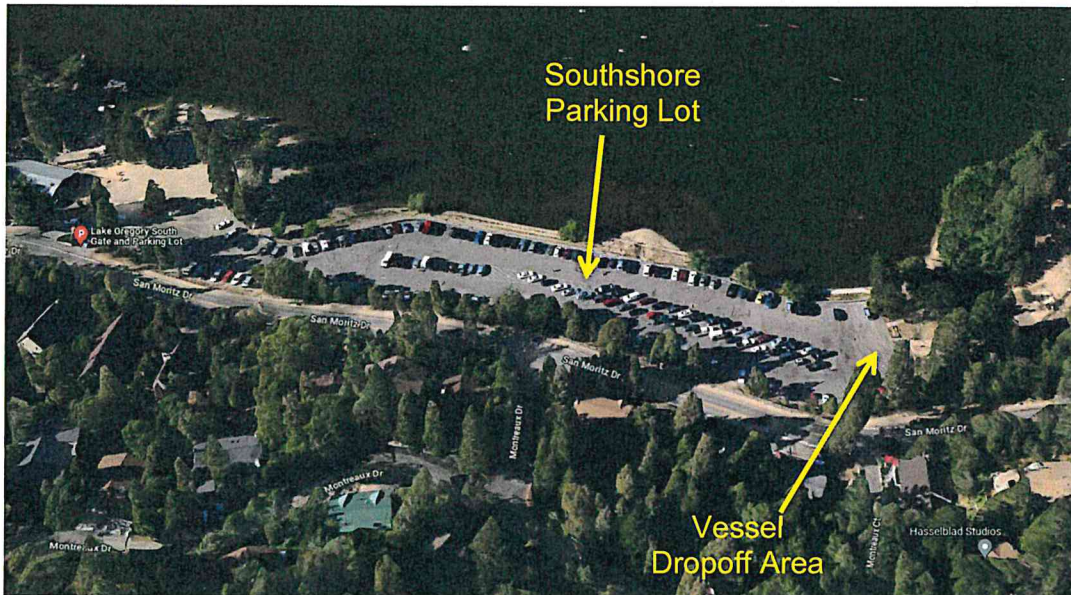
The County currently does not have a non-motorized boat launching facility designated for public access boaters and residents to launch their own vessels at the lake. Parking is also limited for public boaters elsewhere around the lake.

Public boaters generally launch car-top vessels from the shoreline outside of the lakes designated swimming area. There are three natural launch sites where the public may access the lake: at the Northshore parking lot, the Southshore parking lot, and near the Bait and Tackle shop.

While possible, public boaters generally do not park and launch from the Northshore parking area because most of the northern section of the beach is designated for beach goers and swimmers, with a small section of beach designated for rental boat launching. In addition, the Northshore parking area has a gate through which boaters must maneuver their vessels. The parking lot often fills up during peak season with swimmers and renters from May to September. Vehicles carrying personal vessels are often directed to the Southshore parking lot.

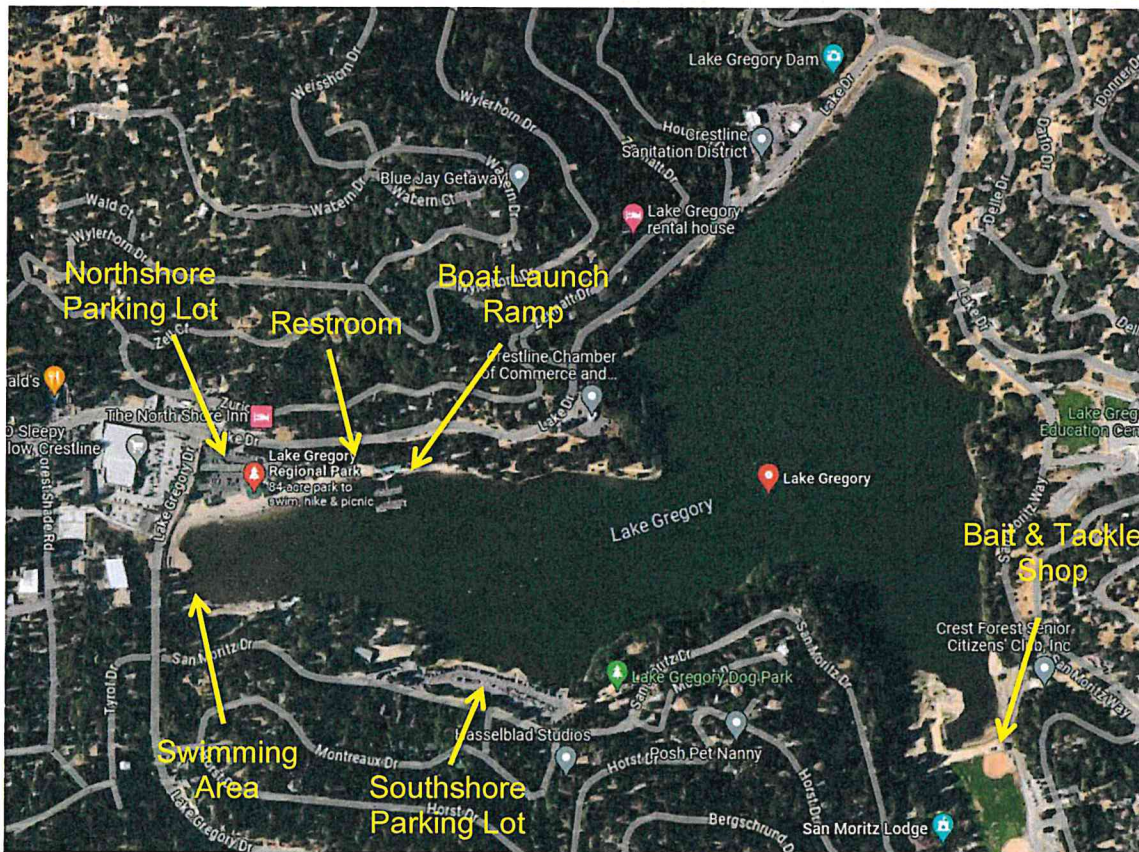
At the Southshore parking lot, public boaters must also compete with other lake visitors, fisherpersons, and vacationers for parking spaces. There is no accessible path of travel to the lake and public boaters must transport their vessels from 100 to 500 feet across the parking lot to launch along the shore on the eastern, unfenced side of the parking area. During non-peak times, there is an informal drop off area available on the eastern edge of the parking lot where boaters can drop their vessels off if they can avoid

blocking other vehicles navigating the parking area or wishing to park in that area. From there, boaters must transport their vessels another 50 to 100 feet to the water's edge.



Source: Google Maps

The other option for public boaters is to use the natural launch area near the Bait and Tackle shop to launch their vessels. Parking is also limited at the Bait and Tackle shop. Public boaters must compete with shop customers, visitors, and vacationers renting canoes, kayaks and paddle boards at the Bait and Tackle parking area. There is no accessible path of travel and public boaters must also transport their vessels approximately 50 to 100 feet across the parking lot to launch from the shore.



Source: Google Maps

### Existing Conditions

The existing boathouse boat ramp is in serviceable condition and is expected to remain serviceable for the next 20 years, but as discussed, it is not accessible because the access road to the facility is too narrow and eroded. The boathouse boat ramp does not have adequate parking due to space limitations and existing site topography. Maneuvering vehicle-trailers is difficult near the ramp because of the small turnaround area. The site is not ADA compliant.

There is a restroom located approximately 200 feet from the lake between the north shore parking lot and the boathouse launch ramp. It is not ADA-compliant and is only accessible through a distant, gated, indirect path.

### PROJECT DESCRIPTION

The proposed \$300,000 grant would complete the designs, permits, and establish an engineer's estimate of probable construction costs to improve the existing non-motorized boat launching facility at Lake Gregory.

## **Proposed Project Scope**

If approved, improvements would include the following:

### **Low Freeboard Boarding Float**

Install a new low freeboard boarding float for non-motorized boat launching.

### **Parking Area**

Construct approximately 15 to 20 single-vehicle car-top parking spaces, with adequate accessible parking stalls. Install at least one vehicle-trailer parking stall and one accessible vehicle-trailer parking stall.

### **Access Roadway Improvements**

Widen the existing roadway into the facility, widen the turnaround area near the top of the boat launch ramp, demolish the existing and construct any necessary retaining walls.

### **Boater Restroom and Utilities**

Install a new single stall unisex, ADA compliant restroom near the existing boat launching ramp and parking area, utilizing existing plumbing near the boat house.

### **Path of Travel**

Construct an accessible path of travel between the accessible parking stalls to the top of the boat launch ramp and the boater restroom.

### **Site Lighting**

Install new motion activated, timed site lighting to improve safety at the restroom and the ramp.

### **Project Signage**

Install a new concrete project credit sign at the facility giving credit to the Harbors and Watercraft Revolving Fund for funding the project. Specific location of the project credit sign is to be determined.

Install signage at each boat launch parking stall to identify parking stalls are only for public access recreational boaters' use.

## **Cost Estimate**

The total estimated project cost for engineering and design is \$300,000. The County may seek construction grant funding of approximately \$950,000 to construct this project in the near future (see Table 1: Lake Gregory Boathouse NMBLF Project Cost Estimate for estimated costs). The planning grant would be fully funded through this proposed DBW grant.

<b>Table 1: Lake Gregory Boathouse NMBLF Project Cost Estimate</b>	
<b>CONSTRUCTION SCOPE</b>	<b>COST ESTIMATE</b>
Mobilization/Demobilization	\$ 90,000
Low Freeboard Boarding Float	120,000
Parking/Striping	200,000
Access Roadway Improvements	300,000
Boater Restroom and Utilities	100,000
Path of Travel	30,000
Site Lighting	30,000
Signage	10,000
<b>*Construction Subtotal</b>	<b>\$ 880,000</b>
<b>NON-CONSTRUCTION SCOPE</b>	
*Escalation **9.3%	\$ 81,840
*DBW Contingency 10%	88,000
*Engineering 15%	132,000
*Inspection 5%	44,000
*Permits 3%	26,400
<b>Non-Construction Subtotal</b>	<b>\$ 372,240</b>
<b>TOTAL ESTIMATED PROJECT COST</b>	<b>\$ 1,252,240</b>
Source = Previous Similar DBW Boating Facility Improvement Grants	
*Percentages are of the Construction Subtotal	
**3.1% per year for 3 years = 9.3% escalation	

### Project Status

The project is in the preliminary stages of planning and permitting.

### Timeline

San Bernardino County Regional Parks estimates that the project planning would be completed approximately two years from execution of the proposed planning grant agreement. The County plans to seek grant funding to construct this project in FY 2026/27.

### Engineering Feasibility

There are no particularly difficult or unusual problems associated with the proposed project.

### Environmental Impact and Permits

As a condition of the grant, the County shall complete the California Environmental Quality Act (CEQA) requirements before funding is made available. CEQA must be complete before grant funding can be expended.

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### Required Permits:

- U.S. Army Corps of Engineers Section 404 Permit
  - California Department of Fish and Wildlife 1600 Permit
  - California Regional Water Quality Control Board 401 Water Quality Certification
- 

## PROJECT METRICS

### Annual Launches

**Current:** According to San Bernardino County Regional Parks' grant application, the annual number of public boat launches at the existing facility is 6,352.

**Future:** The County estimates the annual number of public boat launches at the improved facility will have a substantial increase of 38.5 percent, to 8,798 launches per year. For this analysis, DBW assumes a modest 15 percent increase in usage to 7,305 non-motorized launches per year.

### Annual User Days

**Current:** The average number of users per non-motorized boat is generally only one. Therefore, the estimated annual number of user days at Lake Gregory BLF is 6,352 (annual launches \* users per boat).

**Future:** DBW estimates that the annual user days for this facility will increase by 15 percent, to 7,305 annual user days.

### User Day Value

**Current:** The 2018 California Boating Needs Assessment Study established a unit day value in the Southern Interior. The unit day value is an established way to measure recreational benefits boaters gain from the experience of boating on a particular body of water. The unit day value, adjusted for the consumer price index (CPI), is \$46.60. The total current annual unit day value for the facility is \$296,003 (unit day value x annual user days).

**Future:** DBW estimates that the unit day value for the proposed facility will increase after the facility is improved to \$340,413 annually (unit day value x projected annual user days).

### Benefit-Cost Ratio

A common method used in the analysis of investments is to establish net present value of the benefits and costs associated with a project. If the Benefit/Cost ratio exceeds "1" then the investment, weighed against available investment alternatives, is worthy of consideration from a financial perspective. The results of this analysis are as follows:

**Benefit:** The total benefits over the 20-year life of the project are estimated to be \$5,753,800.

**Cost:** Net costs over the 20-year grant period are estimated to be \$3,444,850.

**Ratio:** Assuming a total project cost of \$1,250,000 to complete designs, acquire permits, and complete construction, the Benefit-Cost Ratio is 1.67.

### **User Fees**

San Bernardino County Regional Parks, in coordination with LGCRC currently charges a \$10 fee for parking and \$10 for boat launching at Lake Gregory. Both entities agree to reduce the combination of all fees for public non-motorized boaters (entrance, parking, launching, etc.) to a maximum of \$13 once construction is complete.

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### **CONCLUSION**

DBW's analysis indicates that this project, as proposed, makes needed improvements, is feasible from an engineering perspective, is cost effective, and increases public access.

### **COMMISSION ADVICE AND COMMENT**

The Department of Parks and Recreation, Division of Boating and Waterways seeks Commission Advice and Comment on this proposed \$300,000 Harbors and Watercraft Revolving Fund planning grant to San Bernardino County Regional Parks for the Boathouse Non-Motorized Boat Launching Facility improvements described in this December 6, 2023, Feasibility Report.

### **CONDITIONS:**

- San Bernardino County Regional Parks, at its expense, must complete CEQA requirements by July 1, 2024. No reimbursement will occur until CEQA is complete.
- San Bernardino County Regional Parks, in coordination with LGCRC must lower the combination of all fees for public non-motorized boaters (entrance, parking, launching, etc.) to a maximum of \$13 once construction is complete.



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# ***Department of Parks and Recreation, Division of Boating and Waterways Maintenance Guidelines***

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## ***Introduction***

This document presents guidelines for meeting the minimum maintenance standards for the operation and maintenance of publicly owned boat launching facilities that are funded by the California Department of Parks and Recreation, Division of Boating and Waterways (DBW).

Because DBW funds these publicly owned facilities, the State has a financial stake in their success. The attached guidelines, developed by DBW, are intended to ensure that DBW funded boat launch facilities are managed and maintained in a manner compatible with DBW's mission – *to provide safe and convenient boating access* – and that the public entity owning the facility (the "Agency") is fulfilling its responsibilities. The Agency's primary responsibility in this context is maintaining the value of the property, including both tangible site improvements and the intangible value of the boat launch facility's reputation with the boating public.

## ***Scope***

The scope of these guidelines is limited to those items that reflect the quality of the boat launch facility (BLF) and its operations. The seven categories that are addressed are: (1) regular maintenance, (2) major maintenance, (3) boat launch facility staff, (4) boat launch facility operations and administration, (5) boat launch facility regulations, (6) security, and (7) amenities.

The scope does not include financial measures and other items that would be covered separately when a Memorandum of Understanding (MOU), Operating Agreement, Concession Agreement or Lease Agreement occurred between an Agency and an operator. In addition, these guidelines are separate from, and complementary to, the conditions and expectations set forth in any contractual agreement that might exist between the Agency and an operator. These guidelines were developed under the assumption that any contractual obligations, such as financial performance, reporting, and lease payments from an operator to an Agency, would be monitored separately. However, in the event that an Agency contracts out the operation of a BLF to an operator, any agreement between the Agency and the operator must specify that the operator must apply these guidelines and operate and maintain the BLF to at least the minimum condition that would be achieved by following these guidelines.

*Maintenance & Operation Guidelines*

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These guidelines should be applied within the context of the existing maintenance conditions of the boat launch facility. Likewise, they should reflect long-term goals for the boat launch facility.

The three key long-term goals that apply to most publicly owned boat launch facilities are as follows:

- Maintain the boat launch facility to a standard that attracts boaters to the boat launch facility.
- Meet current and long-range needs of the community and of boaters in the region.
- Produce, or set aside, boat launch or parking revenues sufficient to maintain the boat launch facility infrastructure, such as regular slurry sealing and striping of the parking lot, replacement of boarding float flotations as needed, or restroom roof repairs.

The following guidelines represent the minimum that shall be required of an Agency to operate and maintain a DBW funded BLF.

**Guidelines**

The following table documents, in categories, the minimum outcomes that must be met in a properly maintained DBW funded BLF. The Agency is responsible for preparing, and updating, a maintenance schedule describing, in detail, how each of the objective/outcomes will be addressed by the Agency during the term of the BLF contract. During the contract term, the maintenance schedule shall be updated every five years, and whenever there are changes to the property, expected or unexpected, that might normally require changes in maintenance levels (examples include, but are not limited to, new construction or other major physical and non-physical changes including storm damage, faster than anticipated erosion, or higher than expected usage). In the event that such a change will not require a change in maintenance levels an updated maintenance schedule is still required; and, the Agency must clearly document why no change in service is required.

In order to verify that Agencies are maintaining facilities as required, DBW will make periodic and random inspections of funded BLFs. After an inspection, Agencies will be provided with DBW's inspection results. In the event that facilities are not being maintained to DBW's guidelines, the Agency will be required to respond and take corrective action immediately. Agencies that do not maintain their facilities to at least these guidelines will not be considered for future DBW funding.

*Maintenance & Operation Guidelines*

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Category	Objectives/Outcomes
A. Regular Maintenance	Maintenance of existing and new structures and facilities is conducted on a regular basis to maintain viability of the boat launch facility. Taking into account the initial condition of the boat launch facility, the facilities, including ramps, boarding floats, restrooms, lighting, and landscaping are maintained in a safe, neat, sanitary, and orderly condition.
B. Major Maintenance	Inspections for possible major maintenance problems are conducted to prevent the need for premature replacement of facilities. The boat launch facility structures are maintained in an acceptable manner, enhancing the long-term viability of the boat launch facility and reducing risk to users, the Agency, and DBW. The facility is maintained in an insurable condition and is free of defects caused by neglect. Major maintenance of necessary items is scheduled and completed in a timely manner and minimizes degradation of the boat launch facility.
C. Staff	Boat launch facility staff, where provided, are qualified, competent, and experienced. Staff are (1) knowledgeable about boats and boating, (2) available every day including peak season holidays, (3) friendly, (4) professional in appearance, and (5) proactive in meeting the needs of customers.

Maintenance & Operation Guidelines

Category	Objectives/Outcomes
C. Staff (cont.)	Boat launch facility staff, where provided, are responsive to customers and maintain a service orientation. A mechanism to reach staff or other personnel in off-hours or emergencies is in place.
D. Operations and Administration	<p>The Operator has a long-range plan to maintain viability of the boat launch facility that is realistic and reflective of DBW's mission.</p> <p>The staff management plan specifies staffing levels and availability of staff, and procedures for responses to complaints. All facilities and services are operated in accordance with hours authorized in the contract/operating agreement.</p>
E. Regulations	The boat launch facility is in compliance with applicable federal, state, and local laws, rules, regulations, contracts, and restrictions.
F. Security	Boat launch facility security is maintained to appropriate guidelines for the region. The Boat launch facility security system is in place and operational and law enforcement incidents at the boat launch facility are at levels similar to other boat launch facilities in the region.
G. Amenities	Amenities provided are in good condition, and help draw customers to the facility.

CCC 04/2017

**CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective CONTRACTOR to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>CONTRACTOR/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

**CONTRACTOR CERTIFICATION CLAUSES**

1. STATEMENT OF COMPLIANCE: CONTRACTOR has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: CONTRACTOR will comply with the requirements of the Drug-Free Workplace Act of 1990 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.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and CONTRACTOR may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the CONTRACTOR has made false certification, or

violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: CONTRACTOR certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against CONTRACTOR within the immediately preceding two-year period because of CONTRACTOR's failure to comply with an order of a Federal court, which orders CONTRACTOR to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: CONTRACTOR hereby certifies that CONTRACTOR will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

CONTRACTOR agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: CONTRACTOR hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at [www.dir.ca.gov](http://www.dir.ca.gov), and Public Contract Code Section 6108.

b. The CONTRACTOR agrees to cooperate fully in providing reasonable access to the CONTRACTOR's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial

Relations, or the Department of Justice to determine the CONTRACTOR's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts of \$100,000 or more, CONTRACTOR certifies that CONTRACTOR is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For contracts of \$100,000 or more, CONTRACTOR certifies that CONTRACTOR is in compliance with Public Contract Code section 10295.35.

### **DOING BUSINESS WITH THE STATE OF CALIFORNIA**

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: CONTRACTOR needs to be aware of the following provisions regarding current or former state employees. If CONTRACTOR has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent CONTRACTOR with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If CONTRACTOR violates any provisions of above paragraphs, such action by CONTRACTOR shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: CONTRACTOR needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and CONTRACTOR affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: CONTRACTOR assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the CONTRACTOR's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the CONTRACTOR shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.



8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.