



Sent Certified Mail

January 15, 2009

California Uniform Construction Cost Accounting Commission  
c/o Office of the State Controller  
Division of Accounting and Reporting  
Local Government Policies Section  
3301 C Street, Suite 500  
Sacramento, CA 95816

Dear Chair Cortright,

This letter shall serve as a formal complaint against the City of Ukiah. We believe that they have violated California Public Contract Code, Section 22042 (b). We believe that the City has omitted information on rental rates, pickups and transportation of equipment. We request that the Commission review the work as required. The work in question is described as:

**Ukiah Municipal Golf Course**

**Description of Work: Seasonal Tributary Project**

Install rock slope protection

Install culverts

Bank and Creek Restoration

Minor Paving

The work was performed in October 2008

Agency estimate if available: \$29,551.67

Name of Agency: City of Ukiah Public Works and City Parks

Address of Agency: 300 Seminary Ave., Ukiah, CA 95482

Phone Number of Agency: (707) 463-6200

Contact if Applicable: Jane Chambers, City Manager

Tim, Eriksen, City Engineer

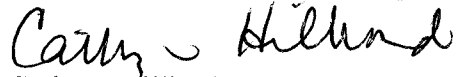
Attached, please find the supporting documentation. We have mailed a copy of our complaint to the City of Ukiah. We have attached a copy of that letter for your records.

The Construction Industry Force Account Council (CIFAC) is a non-profit organization that represents contractors, contractor associations and the various building trades. As such we meet the definition of an "interested party" per Public contract Code Section 22042 (b).

If you have any questions in regards to this complaint, please feel free to contact Cathryn Hilliard, Executive Director (800) 755-3354, or Sally Riley, Sr. Field Representative (530) 227-5217.

We request that you notify us in writing of the findings of the Commission.

Sincerely,



Cathryn Hilliard  
Executive Director

Enclosures: Copy of Letter to City of Ukiah  
Agencies Written Estimate  
Copies of Material Invoices  
Copies of Permit Fee Invoices  
Copies of Time City Employee Time Cards  
City Form listing Equipment –This is an incomplete list

## Cathryn Hilliard

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**From:** Sally Riley  
**Sent:** Thursday, January 15, 2009 2:07 PM  
**To:** Cathryn Hilliard  
**Cc:** 'sallyr@frontiernet.net'  
**Subject:** Ukiah Costing Accounting Questions

Cathryn, per our discussion, I have listed below some of the problems I have found with the documents we were sent from the City of Ukiah in regarding to the Golf Course Project.

Their estimate sheet which totaled \$29,551.67 did not list:

Dept of Forestry and Fire Protection Invoice:	\$3475.10
Fish and Game Permit	500.00
Dept of Water Resources Permit	500.00
Equipment not charged	908.00

Under Street Wages and Benefits they list at total of \$486.45—divided by 23 hours, shows a total rate of \$21.15/hour. That has been the base pay from all other accounting (see Alice St) and does not appear to have benefits. They have used a benefit amount of 6.42/hour, but I note that the parks benefits show at \$8.39/hour.

On one of the record of daily job costs, they have listed 10 separate pieces of equipment, showing a total of \$903.88, (again tack pot and no oil), on another "estimating sheet" they show four pieces of equipment for \$1443.24. They used the higher number in their total cost sheet, but they are different pieces of equipment. If one uses both lists, then equipment should total \$2347.12. It is my opinion that even using both lists, there are still items missing. I note that "old service truck" and "new service truck" have the same rental rate. The tack pot trailer is missing, as is the transport for any equipment.

We were unable to get a full description of make, model and year to check on any of the equipment rates. Also, there doesn't seem to be anyone charged with foreman pay. City crews work 4 ten hour days. The code is clear that we should be provided with where they were after 7 or eight hours. I also see that there was some overtime shown on time cards, but doesn't appear to be any accounting showing the same.

Without all of the data provided, but from my very rough calculations, I believe that the Controller's Office should find that this project total is close to \$40,000.

Please call me if you have any questions.

Thank you-Sally

City Of Ukiah  
Accounting of SEP Plan - Golf Course Seasonal Tributary

Hydro Seeding		1,100.00
Base	158.61	
Saw Cut	60.35	
Cement/Sand	<u>1,050.43</u>	
		1,269.39
Plants		457.14
Erosion blankets, wattles		418.84
Pipe		3,053.43
Rip Rap		5,921.94
Asphalt		<u>669.28</u>
Total Materials		\$ 13,490.02
Parks:		
Wages	281 hours	6,170.10
Benefits		2,358.67
Equipment		1,443.24
Streets:		
Wages & Benefits	23 hours	486.45
Equipment		677.91
Total Materials & Labor		<u>\$ 24,626.39</u>
Overhead @ 20%		<u>\$ 29,551.67</u>

**ESTIMATE**

Project #: 8013  
 Date Started: 10/20/2008  
 Location: Back 9 of Golf Course

Description: Install 2x36" culverts and 1-12" X 15' culvert. Remove some dirt and rock from creek area. Repair asphalt above culvert piers.

Estimator:

Date Completed:

Total Job Cost: \$1,443.24  
 Total Job Cost: + 20% \$1,731.89

Employee	Emp. No.	Dates of Work							Dates of Work							Total Hrs	Labor
		S	M	T	W	T	F	S	S	M	T	W	T	F	S		
Shane Young	19																
Joe Fowler	7																
Jarrod Meyer																	
Cole Gowen	10																
Mike Higgins	4																
Rob Gibson	6																
Raul Ramos																	
Kevin Crook																	
Tom Hamblet, Jr.																	
Jim Thompson																	
Don O'Hara																	
Tom Hamblet, Sr.																	
City-Owned																	
Equip #		S	M	T	W	T	F	S	S	M	T	W	T	F	S		
Backhoe	1321	19	20	21	22	23	24	25	26	27	28	29	30	31	1	22.00	\$559.02
6 Yard L	2341	2	2	2	2	2	1		5	4	3	3	1			4.00	\$141.76
Skidsteer Loader	1400															41.00	\$671.58
3 Yard Dump Truck	2235															2.00	\$70.88
Total Labor																188	

No Pick ups  
 no transport of equipment  
 not enough information to  
 determine rental rates

Supplies		Total Hours	Total Amount
Description	Unit		
Total Materials		\$1,443.24	

# Record of Daily Job Costs

Location: GOLF COURSE Date: 10-30-08

Description: PAVE SECTION KART PATH

Employee & Number	Hours	Rate	Cost
HORACIO MELLO	3	27 <sup>93</sup>	83 <sup>79</sup>
MARIO DOGLI	3	27 <sup>93</sup>	83 <sup>79</sup>
GREGG BLANCETT	4	27 <sup>93</sup>	111 <sup>72</sup>
DARIN MALUCANI	3	30 <sup>00</sup>	90 <sup>00</sup>
JUSTIN AVERY	3	27 <sup>93</sup>	83 <sup>79</sup>
FOREST NARVAEZ	3	27 <sup>93</sup>	83 <sup>79</sup>
NICH DALE	4	27 <sup>93</sup>	111 <sup>72</sup>

Total Labor: 648<sup>60</sup>

B. 75 % USED

Equipment & Number	Hours	Rate	Cost
NEW 10 WHEELER	3	47 <sup>32</sup>	141 <sup>96</sup>
NEW SERVICE TRUCK	3	15 <sup>54</sup>	46 <sup>62</sup>
OLD SERVICE TRUCK	4	13 <sup>54</sup>	54 <sup>16</sup>
TAC - POT	4	1 <sup>50</sup>	6 <sup>00</sup>
SIX YARD DUMP	3	35 <sup>44</sup>	106 <sup>32</sup>
Roller	3	21 <sup>48</sup>	63 <sup>42</sup>
Roller TRAILER	3	1 <sup>10</sup>	3 <sup>30</sup>
SIX YARD DUMP	3	35 <sup>44</sup>	106 <sup>32</sup>
PAVER	3	126 <sup>16</sup>	378 <sup>48</sup>
PAVER TRAILER	3	1 <sup>10</sup>	3 <sup>30</sup>

Total Equipment: 903<sup>88</sup>

D. 75 % USED

Material	Quantity	Cost
18 TON 1/2 A/C HOT MIX	94 <sup>50</sup>	

Total Materials: 1701<sup>06</sup>

Total Daily Job Direct Costs: 3253<sup>98</sup>

# PURCHASE ORDER

Purchase order numbers must appear on all invoices and packages

981-1946

## CITY OF UKIAH

SUBMIT DUPLICATE INVOICES  
 TO: ACCOUNTS PAYABLE  
 300 SEMINARY AVENUE  
 UKIAH, CA 95482  
 ACCTS. PAYABLE: (707)463-6230  
 PURCH. DEPT.: (707)463-6233  
 PURCH. FAX: (707) 463-6234

**PURCHASE ORDER NUMBER** 038650

PAGE 1 OF 1  
 DATE 10/16/2008

<b>VENDOR:</b> 011863	<b>SHIP TO:</b> 000005
BARUTH/DAVID M DBA POSITIVE HYDROSEEDING 18027 N SHORE DR HIDDEN VALLEY LAKE CA 95467	CITY OF UKIAH GOLF/PARKS DEPT 599 PARK BLVD UKIAH CA 95482

**DELIVER BY:** FOB UKIAH

**TERMS:** NET 30  
**TAX:** TAX  
**CONFIRM TO:** SKIP  
**PHONE:** (707)987-1946 0000

LINE NO.	QUANTITY U/M	DESCRIPTION	UNIT PRICE		EXTENSION
01	1.00 LOT	HYDROSEEDING AT THE CITY OF UKIAH'S 612.3580.630.000 MUNICIPAL GOLF COURSE, 599 PARK BLVD, UKIAH, CA, HOLE 15.	1,100.00	N	1,100.00
02	0.00 HRS	ADDITIONAL CONSULTING AS REQUESTED 612.3580.630.000 AT AN HOURLY RATE OF \$75 PER HOUR *PER FAX TRANSMITTAL DETAILS 9/26/08	75.00	N	.00

<b>REQUISITION DATE</b> E29657	<b>REQUESTED BY</b> MILLS G	<b>SUBTOTAL</b>	1,100.00
	<b>DELIVER TO</b> GOMM SVGC	<b>TAX</b>	0.00
		<b>TOTAL</b>	1,100.00

RECEIVED AS SPECIFIED

APPROVED FOR PAYMENT: *[Signature]*  
 DATE: 10/16/08

- RECORD (Blue)
- RECEIVING (Pink)
- DEPARTMENT (Gold)
- PURCHASING (Green)
- FINANCE (Yellow)

BI-WEEKLY TIME CARD

DEPARTMENT: Golf

EMPLOYEE: Young, Shane

PERIOD: 10/19/08 to 11/1/08

LAST 4 DIGITS OF SSN: \_\_\_\_\_

	Date:							S	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	TOTAL			Work Out of Classification	Assignment		
	S	M	T	W	TH	F	S																	S	M	T			W	TH
Start & End Times	11:30	12:30	1:30	2:30	3:30	4:30	5:30																							
Regular																														
Overtime																														
Sick																														
Family Sick																														
Vacation																														
Holiday																														
Standby																														
Jury Duty																														
Bereavement																														
Personal Leave																														
Comp. Time EARNED																														
Comp. Time TAKEN																														
Other																														
Job Costs & Special Accounts																														
Pumpkin Fest	6.5																													
2013 Reg.		4.6	4.7	4.7	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	
2013 Overtime			1.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	3.3	
DAILY TOTAL	6.5	4.6	4.7	4.7	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	4.8	

Comments: 10/19 Pumpkin Fest  
#8013 drainage 15 T. St. 5 hrs.  
10/30 cleaned up ditch on #147

Employee Signature: [Signature]  
 Regular OT

Finance Department Use Only  
 104.2  
 13.5 regular

8013 water  
 1 OT  
 13.5 regular

10/25 pumpkin fest  
 30hr regular  
 23 OT parks