



AGENDA

Special City Council Meeting

and Successor Agency to the
Former Redevelopment Agency

Tuesday, January 25, 2022 – 6:00 pm.

Via Zoom Webinar

www.cityofwasco.org

IMPORTANT NOTICE REGARDING JANUARY 25, 2022 COUNCIL MEETING

As emergency conditions persist in the City, specifically, a state of emergency remains in effect related to COVID-19, community transmission of COVID-19 in Kern County has rapidly increased from Low to High due to the highly contagious variants of COVID-19, which has emerged, Kern County officials are imposing and recommending measures to promote social distancing, requires masking by all, regardless of vaccination status, in an effort to slow the continuously high trends in and level of transmission of COVID-19 throughout the State and Kern County. The City Council determine that the presence of COVID-19 and the increase of cases due to the COVID variants will continue to cause conditions of peril to the safety of persons within the City that are likely to be beyond the control of services, personnel, equipment, and facilities of the City, and has affirmed a local emergency exists and re-ratified the proclamation of state of emergency by the Governor of the State of California. In compliance with AB 361, Brown Act public meetings will be conducted utilizing Zoom Video Communications. To participate in the meeting from the comfort of your own home or office, download Zoom on any phone or computer device and enter meeting ID# (see below for more information). The teleconferenced meeting allows the City to continue to conduct essential business and comply with CDC recommendations to protect the public and City employees, practice social distancing and limit exposure.

Listen to the meeting live via zoom

Member of the public may participate in the meeting by joining the Zoom Webinar via PC, Mac, iPad, iPhone, or Android device using the URL:

<https://us02web.zoom.us/j/87660993416>

Listen to the meeting live via telephone

The public may participate via phone only (without a computer/ smart device) by dialing the below numbers:

Dial Number: 1-669-900-9128

Meeting ID: **876 6099 3416**

ALL PARTICIPANTS WILL BE MUTED AUTOMATICALLY UPON ENTERING THE MEETING. THE CITY CLERK WILL UNMUTE THOSE WHO WISH TO SPEAK AT APPROPRIATE TIMES. PLEASE KEEP YOURSELF ON MUTE WHEN NOT SPEAKING. SPEAKERS ARE LIMITED TO TWO (2) MINUTES.

Verbal Participation using Zoom

Please use the "Raise Hand" button to request to speak. Raised hands will only be acknowledged during the Public Hearing and Public Comment sections of the agenda and when the Meeting's presiding officer requests public comments.

Verbal Participation over the phone

Please dial *9 to "raise your hand" to request to speak. Raised hands will only be acknowledged during the Public Hearing and Public Comment sections of the agenda and when the Meeting's presiding officer requests public comments. Please be advised you will be called on by the phone number you are calling from.

Submitting written comments:

You can also submit your comments via email to cityclerk@cityofwasco.org such email comments must be identified by adding the Agenda Item Number in the email's subject line. Every effort will be made to read your comment into the record; however, they are limited to two (2) minutes. If a comment is received after the agenda item is heard but before the meeting is adjourned, the comment will still be included as a part of the record of the meeting but will not be read into the record.

American Disability Act Accommodations:

Meetings are accessible to people with disabilities. Requests in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and its materials. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting or who have a disability and wish to request an alternative format for the meeting materials should contact the City Clerk at cityclerk@cityofwasco.org or call 661-758-7203. Every attempt will be made to swiftly address each request. (28 CFR 35.102–35.104 ADA Title II)

SPECIAL MEETING – 6:00 pm

- 1) CALL TO ORDER:** Mayor
- 2) ROLL CALL:** Mayor Reyna, Mayor Pro Tem Pallares, Council Members: Garcia, Martinez
- 3) FLAG SALUTE:** Mayor
- 4) PUBLIC COMMENTS:** **PLEASE REFER TO PAGE ONE (1) FOR INSTRUCTION INFORMATION**
- 5) SPECIAL AGENDA ITEMS:**
 - a.** Adopt a Resolution Authorizing the City Manager or Designee to Negotiate and Execute an Agreement with FLO Analytics for Re-districting Services Subject to review and approval as to legal form by the City Attorney in the amount of \$33,880.00 and Authorize the City Manager to approve any contingency cost and change order(s) not to exceed a total amount for the project of \$50, 000.00. (Hurlbert)

6) CLOSED SESSION:

a. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS 54956.8

Property: APN 030-120-07 and 030-120-08

Agency Negotiator: City Manager, City Attorney

Under Negotiation: Price and Terms of Payment

Negotiating Parties: Mikeal J & Taleda L Nixon

7) CLOSED SESSION ACTIONS: None

8) ADJOURNMENT:

This is to certify that this agenda was posted at Wasco City Hall on January 24, 2022. The agenda is also available on the City website at www.cityofwasco.org



Maria O. Martinez, City Clerk

All agenda item supporting documentation is available for public review in the city website www.cityofwasco.org and the office of the City Clerk of the City of Wasco, 746 8th Street, Wasco, CA 93280 during regular business hours, 7:30 am – 5:00 pm Monday through Thursday and 8–5 pm Friday (closed alternate Friday's), following the posting of the agenda. Any supporting documentation related to an agenda item for an open session of any regular meeting that is distributed after the agenda is posted and prior to the meeting will also be available for review at the same location and available at the meeting. **Please remember to turn off all cell phones, pagers, or electronic devices during Council meetings.**

The City of Wasco does not discriminate on the basis of disability in the access to, provision of, or employment in its programs and activities pursuant to 29 United States Code Section 12132 and California Civil Code Section 54. Information regarding the rights provided under the Americans with Disabilities Act (ADA) may be obtained from the City Clerk's Office.

If you need special assistance to participate in this meeting, please contact the City Clerk's Office at (661) 758-7215 to make reasonable arrangements to ensure accessibility to this meeting. Telephone (661) 758-7215 Requests for assistance should be made at least two (2) days in advance whenever possible.



STAFF REPORT City of Wasco

TO: Honorable Mayor and Council Members

FROM: M. Scott Hurlbert, City Manager
Tom, Schroeter, City Attorney
Maria O. Martinez, City Clerk

DATE: January 25, 2022

SUBJECT: Adopt a Resolution Authorizing the City Manager or Designee to Negotiate and Execute an Agreement with FLO Analytics for Re-districting Services Subject to review and approval as to legal form by the City Attorney in the amount of \$33,880.00 and Authorize the City Manager to approve any contingency cost and change order (s) not to exceed a total amount for the project of \$50, 000.00

Recommendation:

City staff recommends Adopt a Resolution Authorizing the City Manager or Designee to Negotiate and Execute an Agreement with FLO Analytics for Re-districting Services Subject to review and approval as to legal form by the City Attorney in the amount of \$33,880.00 and Authorize the City Manager to approve any contingency cost and change order(s) not to exceed a total amount for the project of \$50, 000.00

Discussion:

According to the districting rules under the California Voting Rights Act (CVRA), all California public agencies that hold elections by-district must ensure that their district boundaries are mapped according to the latest U.S. Census results. Assembly Bill No. 2172 also affects how prison populations are allocated to the local jurisdiction.

For many years, the City of Wasco held elections on a citywide or "at-large" basis, and all voters voted in the elections for each council seat. In contrast, "by-district" elections divided the city into five (5) electoral districts for council elections. Voters in each district vote only for candidates who likewise reside in their district.

The City converted to by-district elections in 2017 in order to fulfill the intent and purposes of the CVRA and avoid the potential risk and expenses associated with litigation.

The electoral district maps must be redrawn, if necessary, after receipt of the results of the 2020 Census and the effects of Assembly Bill No. 2172, and complete the process by the end of April 2022.

City staff has requested a proposal from a list provided by the city's legal counsel. Out of that list, the city only received 4 proposals from the following Consultants:

1. ARCBridge
2. Bear Demographics and Research
3. Flo Analytics
4. Zillion info LLC.

Staff considered each provider's experience, availability, and price in their evaluation. As the Council is aware, there is a tight window to complete the process and meet the deadline.

City staff has determined that FLO Analytics is the most qualified Consultant and is recommending to the City Council to Adopt a Resolution Authorizing the City Manager or Designee to Negotiate and Execute an Agreement with FLO Analytics for Re-districting services subject to review and approval as to legal form by the City Attorney in the amount of \$33,880.00 and Authorize the City Manager to approve any contingency cost not to exceed a total amount for the project of \$50,000.00.

Fiscal Impact:

The full cost of redistricting was not included in the adopted FY 21/22 budget. Budget transfers will be used to cover the estimated \$50,000.00 cost of the activity.

Attachments:

- Resolution
- Agreement- with Exhibit A- Scope of Work

RESOLUTION NO. 2022 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO AUTHORIZING THE CITY MANAGER OR DESIGNEE TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH FLO ANALYTICS FOR RE-DISTRICTING SERVICES

WHEREAS, the City wishes to enter into an agreement with FLO Analytics for re-districting services

WHEREAS, the proposed scope of work is described in the proposal found in Exhibit "A"; and

WHEREAS, the agreement shall also be subject to review and approval as to legal form by the City Attorney.

WHEREAS, the agreement shall not be valid unless and until so approved by the City Attorney and executed by the City Manager upon satisfaction of the requirements and contingencies identified herein.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Wasco does hereby does as follows:

SECTION 1: Authorize the City Manager or Designee to negotiate and execute a purchase agreement with FLO Analytics;

SECTION 2: The agreement shall not be valid unless and until so approved by the City Attorney and executed by the City Manager upon satisfaction of the requirements and contingencies identified herein.

SECTION 3: Authorize the City Manager to approve any contingency cost and change order(s) not to exceed a total amount for the project of \$50,000.00

SECTION 4: Funds shall be appropriated as necessary and/or included in future budget amendments.

-o0o-

I HEREBY CERTIFY that the foregoing Resolution No. 2022-_____ was passed and adopted by the Council of the City of Wasco at a regular meeting thereof held on January 25, 2022, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

GILBERTO REYNA,
MAYOR of the City of Wasco

Attest: _____

MARIA O. MARTINEZ
CITY CLERK and Ex Officio Clerk of
the Council of the City of Wasco

AGREEMENT NO. 2022 -

THIS AGREEMENT (the "Agreement") made this 25th day of January, 2022, by and between the CITY OF WASCO ("City") and FLO ANALYTICS, a Washington Company (the "Consultant"),

WITNESSETH:

WHEREAS, City wishes to hire Consultant to perform City Council Re-districting services as more particularly described in Exhibit "A" attached hereto and by this reference made a part hereof (the "Services") under the terms and conditions described hereinafter and Consultant is agreeable thereto.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth hereinafter, the parties agree as follows:

1. The parties incorporate the foregoing recitals as if fully set forth herein verbatim.
2. City hereby contracts with Consultant who shall perform, at the direction of City, the scope of services as described in Exhibit "A" ("Services"), attached hereto and incorporated herein by this reference.
3. City shall pay Consultant fees (the "Fee") which shall be the compensated on a time and expense basis to Consultant for the Services as described in Exhibit "A". Consultant shall submit invoices upon completion of the Services which shall describe the Services that were performed and such other information as may be required by the City Manager or his designated representative. City shall pay the Fee upon completion of the Services by Consultant to the reasonable satisfaction of City. The City Manager or his designee shall have the right of reasonable review of the invoice and, at the conclusion of the review, the City Manager shall place the matter on the agenda for the next available City Council meeting for consideration by the City Council. Upon approval of each such invoice by the City Council, same shall be paid in the regular cycle of payments made by City for other bills and claims.
4. Consultant shall complete the Services within 60 days from the date of this Agreement.
5. Consultant shall indemnify, defend (upon request by City) and hold harmless City, its officers, Councilpersons, employees, and agents from any and all claims, liabilities, expenses, and damages of any nature, including attorney's fees, for injury to or

death of any person, and for damage to any property arising out of or in any way connected with the Consultant's performance under this Agreement or any act or omission by or on behalf of Consultant.

6. Without limiting Consultant's obligations under Paragraph 5 of this Agreement, Consultant shall obtain and maintain during the life of this Agreement workers compensation insurance as required by law and a comprehensive general liability insurance policy in an amount not less than \$1 million per occurrence naming City, its officers, councilmembers, commissioners, and employees as additional insureds and stating that it shall be primary insurance with regard to Consultant's activities and City's insurance or joint powers coverage shall be non-contributory and further providing that City shall receive at least thirty (30) days written notice prior to any cancellation of the policy or reduction in its coverage. Consultant shall provide City with a certificate of insurance showing that same is in full force and effect.

7. Consultant shall not assign its interest herein or any part thereof and any attempted assignment shall be void.

8. City may terminate this Agreement at any time by giving Consultant ten (10) days prior written notice, provided that in such event Consultant shall be entitled to payment for those Services rendered through the date of termination, provided satisfactory to City. Notwithstanding the foregoing, City may terminate this Agreement at any time for cause without notice and in that event Consultant shall not be entitled to any payment for unpaid Services.

9. Information, data, estimates, reports, studies, and all other project documents drafted or created by Consultant or on behalf of Consultant for City shall belong to City and Consultant hereby assigns all of its copyright interests therein to City, irrevocably and forever and agrees that City shall be the owner of all such copyrights. All of the foregoing documents hereafter prepared by Consultant for City or on behalf of Consultant for City shall be retained and maintained for City by Consultant in its offices at no additional cost to City. Consultant shall release all such files and documents as instructed by City from time to time, and all such files and documents shall belong to City. Consultant shall not be liable for use of any such files or documents for purposes other than their original intended purpose.

10. All notices required to be given under this Agreement or by law shall be in writing and shall be deemed received by the party to whom directed if personally served or if faxed by confirmed facsimile or when sent by electronic mail ("email") or when deposited in the United States mail, postage prepaid, first class, addressed as follows: If to City, City Manager, M. Scott Hurlbert, City Manager, 746 8th Street, Wasco, California 93280, Fax – (661) 758-5411, Email - CityClerk@cityofwasco.org; or if to Consultant, Flo Analytics, 3140 NE Broadway Street, Portland, OR 97232, Email -Tyler Vick tvick@flo-

analytics.com. Any party may change its address or fax number by giving notice to the other party in the manner herein described.

11. Time is of the essence with regard to each covenant, condition and provision of this Agreement.

12. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

13. This Agreement constitutes the entire Agreement between the parties with regard to the subject matter herein and supersedes all prior oral and written agreements and understandings between the parties with respect thereto.

14. This Agreement may not be altered, amended, or modified except by a writing executed by duly authorized representatives of all parties.

15. In the event any action or proceeding is instituted arising out of or relating to this Agreement, the prevailing party shall be entitled to its reasonable attorneys' fees and actual costs.

16. This Agreement may be executed in counterparts. A facsimile or electronic copy of this fully executed Agreement shall be as effective as the original for all purposes.

17. Waiver by a party of any provision of this Agreement shall not be considered a continuing waiver or a waiver of any other provision, including the time for performance of any such provision.

18. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective heirs, successors, and assigns.

19. If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and not be affected, impaired, or invalidated thereby.

20. City and Consultant each acknowledge that each party and their respective legal counsel have reviewed this Agreement and agree that this Agreement is the product of negotiations between the parties. This Agreement shall be interpreted without reference to the rule of interpretation of documents that uncertainties or ambiguities therein shall be determined against the party so drafting the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first hereinabove written.

M. SCOTT HURLBERT, City Manager,
City of Wasco, California

By: _____
Name:
Its:

DRAFT



January 24, 2022
Project No. T2234.01.001

Monica Flores
Administrative Assistant 1/Deputy City Clerk
City of Wasco
746 8th Street
Wasco, CA 93280

Re: Redistricting Services

Dear Ms. Flores:

FLO Analytics (FLO) appreciates the opportunity to submit this proposal to perform a redistricting analysis and provide boundary recommendations for the City of Wasco (City) council districts, in accordance with the Fair and Inclusive Redistricting for Municipalities and Political Subdivisions (FAIR MAPS) Act.

SCOPE OF WORK

Task 1—Project Planning & Coordination

Subtask 1a—Kickoff Meeting

The project will begin with a kickoff meeting between the project team and City staff to create project alignment and establish timelines for deliverables. The kick-off meeting will cover the following topics:

- Redistricting process, including the legal requirements (local, state, and federal); analytical process; and public involvement components
- Key points of contact within the City
- Community outreach and engagement plan
- Brief discussion of available data related to communities of interest
- Project timeline, including future meeting dates with the City Team and the public

Subtask 1b—Data Collection and Compilation

Under Task 1B, we will collect and compile all data required to perform the demographic services. This includes the 2020 TIGER/Line Shapefiles for Census tract, block group, and block geographies, the 2020 P.L. 94-171 Redistricting Data Shapefiles, the 2020 P.L. 94-171 Redistrict Data Summary Files and redistricting and election data from the California Statewide Database. FLO will also collect data related to communities of interest within the City, as reported by City staff, the City Council and the public through online mapping tools and public testimony.

These data and any others identified during the project will be loaded into FLO's demographic analysis and mapping tools and compiled into a geodatabase and submitted to the City following project completion.

Subtask 1c—Additional Project Management and Coordination

We anticipate that coordination with City staff beyond what is outlined in Task 1B will be required periodically throughout the project. Our team will be available to answer questions, perform tasks, or otherwise coordinate with city staff as needed.

Deliverables Summary

- **(Task 1a)** A detailed project timeline.
- **(Task 1b)** An Esri ArcGIS Geodatabase containing all files used in the redistricting analysis.
- **(Task 1c)** Status updates and coordination calls.

Task 2—Community Outreach & Public Hearings

Effective community outreach and transparent public meetings are essential to developing a redistricting plan the community will support. Task 2 is designed to make sure the appropriate stakeholders and community groups in the City are afforded the opportunity to inform the redistricting process and help draw the best possible district boundaries.

Subtask 2a—Community Outreach Strategies (Optional Task)

In coordination with the City, our team will develop a community outreach and engagement strategy. The goal of the outreach strategy is to create awareness of the project throughout the county and ensure that our process captures the input of stakeholders and community groups. Part of the outreach strategy will include developing a list of groups and organizations within the county that should be expressly notified about the redistricting process and the opportunities for public involvement.

Subtask 2b—Redistricting Engagement Portal (Optional Task)

FLO will develop and deploy a web portal to promote community participation in the redistricting process and host all materials related to redistricting. The Redistricting Engagement Portal will be configured to collect public comment and testimony about communities of interest within the City. It can host the District Scenario Modeler online mapping application (described in Task 2D) and create easy access to draft district boundary maps, the public hearing schedule, training and demonstration videos, and other redistricting related materials.

Subtask 2c—Public Hearings

To comply with the FAIR MAPS Act, a minimum of four public hearings must be held. We propose holding five total public hearings. Two hearings prior to drawing any maps: one to introduce the redistricting process and one to gather public comment and testimony about communities of interest within the city. Three additional hearings would be used to present the draft and final district maps. A summary of the topics to be covered during the meetings is below: The number of hearings can be reduced or increased at the City's discretion.

Prior to the hearings, we will work with the City to ensure all required and appropriate notices are given. We will also develop maps, presentations, or any other visual aids and materials required to effectively present the status of the project and the results of our analysis.

These hearings will be designed to ensure a fair and transparent process that offers sufficient opportunity for public involvement.

- **(1) Pre-map – Introduction to Redistricting:** Before drafting district boundary maps, we will conduct a public presentation to describe the procedural, legal, and analytical aspects of the redistricting process. The presentation will include: (1) an overview of the legal aspects of redistricting, including the Federal Voting Rights Act and the FAIR MAPS Act; (2) a demographic summary of the existing district boundaries, based on the 2020 Census data; (3) our assessment of how the population has changed in each district; and (4) training on how to draw and submit district boundary maps using the District Scenario Modeler online mapping application.
- **(1) Pre-map – Community Outreach:** The community outreach hearing will be designed to provide the residents of the City an opportunity to voice their questions, concerns, and offer feedback on the redistricting process. We will work with community organizations to boost turnout for the meetings and will capture community of interest testimony from the attendees.
- **(2) Draft Scenarios Hearing:** Draft district scenario maps will be presented during this hearing. Presentations will include detailed maps and accompanying demographic and analytical information for each district. We will provide a written description of each scenario that describes how it incorporates maps submitted by the community and how it addresses concerns that were raised via public comment and testimony.
- **(1) Final District Scenario Hearing:** The final district scenario map will be presented during a public hearing with the City Council. The presentation will include a detailed district map and accompanying demographic and analytical tables. We will also provide a written description of the map, including which draft scenario map it was derived from, how it incorporates maps submitted by the community and how it addresses concerns that were raised via public comment and testimony.

Subtask 2d—Deploy the District Scenario Modeler

The District Scenario Modeler (DSM) is an interactive web-based mapping tool that we designed to provide users with an easy way to participate in the redistricting process. The tool allows users to draw their own boundaries and instantly view demographic information to see if the boundaries are population-balanced and support fair representation. Maps are easily submitted online to the project team for consideration.

The 2020 Census Block Geographies, the redistricting data files, and other required attributes.) will be loaded into the DSM. Our team deploy the DSM on a publicly accessible site.

Subtask 2e – Deploy the Community Builder (Optional)

The Community Builder is a user-friendly mapping tool the public can use to draw the boundaries of their community of interest and describe why it should be preserved. Unlike the DSM, the Community Builder is meant to capture the boundaries of specific communities that should not be split by the redistricting process. It is not for drawing complete district scenarios.

Deliverables Summary

- **(Task 2a - Optional)** A memo describing our community outreach strategy that includes a list of groups and organizations within the City that should be expressly notified about the districting process and the opportunities for public input
- **(Task 2b - Optional)** ArcGIS Online based Redistricting Engagement Portal website
- **(Task 2c)** Presentations on the redistricting process and updates on the project status

- **(Task 2d)** District Scenario Modeler loaded with the 2020 Census Block Geographies within City limits and Decennial Census Redistricting Data
- **(Task 2e - Optional)** Community Builder mapping tool

Task 3—Map Evaluation

FLO believes that every map submitted by the public has value, even those that do not fully comply with the redistricting requirements. We will evaluate each map submitted during the project, whether created using our District Scenario Modeler application or hand-drawn on a piece of paper. In addition to submitting maps depicting their preferred district boundary scenario, FLO encourages the public and stakeholders to provide maps of their communities of interest. These community of interest maps can then be vetted through discussion with City staff and included in our analysis.

Community submitted maps that depict City Council boundaries will be evaluated by the project team. The evaluation will test whether the map meets the minimum legal requirements and satisfies concerns raised by the community. FLO will also calculate and assign a compactness score for each district drawn. The maps will be compiled into a single document that includes summary demographic and analytical data for each map.

FLO has experience incorporating maps drawn by the public using tools other than our District Scenario Modeler application, including hand drawn paper maps which are digitized by GIS analysts, and included in our redistricting analysis.

Deliverables Summary

- A document compiling each boundary map submitted for evaluation, summary demographic and analytical data for each map, whether each map meets the minimum legal requirements and whether the boundary satisfies the concerns raised by the community

Task 4—Redistricting Plan Development

Subtask 4a—Develop Draft District Scenarios

This task is specifically focused on developing initial scenarios for review by the City Council and the public. FLO will incorporate legal requirements and all feedback, community of interest testimony, and district maps submitted by the public to develop no more than five draft “springboard” district scenarios. These scenarios are designed to serve as starting points in the process of developing the new district boundaries. Each springboard scenario will include maps of the districts; demographic tables highlighting the district total population and census voting age population by race and ethnicity; and a narrative description of the scenario.

The narrative description will include how the scenarios address concerns expressed by City staff and members of the public. It will also detail which communities of interest are preserved or split by the scenario.

FLO will work to revise the springboard scenarios, in response to feedback from the public and the City and advance a narrower set of boundary scenarios. Our team will use a combination of Esri ArcGIS, our District Scenario Modeler application, and Alteryx, to draw the springboard options.

Subtask 4b—Develop Final District Proposal

The draft district scenarios will be revised until a map that sufficiently addresses the comments and concerns expressed by the community and meets all regulatory and legal requirements is identified. The project team will develop a report of the final accepted City Council districts that includes

documentation of the process used to draw the boundaries, a detailed map of the new boundaries, a map depicting change areas for the current district boundaries, demographic tables, and a narrative section that describes how the map satisfies the redistricting criteria and addresses public feedback received during the project.

Subtask 4c—Implement Final District Boundary Map

FLO will provide the Riverside County Registrar of Voters, or appropriate entity, with all requested data and mapping files as well as assistance as necessary to implement the final redistricting map to be used in drawing the precincts for the 2022 City Council districts.

Deliverables Summary

- **(Task 4a)** Maps, the accompanying data tables, and the written descriptions of the draft district boundary scenarios
- **(Task 4b&c)** Final map, the accompanying data tables and geographic files, and written description of the final district boundary proposal

BUDGET

The estimated cost to perform the proposed work is \$33,880 (see budget table below) without the inclusion of any optional tasks. There is an additional \$2,000 charge for each optional task. This cost estimate does not represent a lump sum. FLO bills for time and materials, consistent with the attached schedule of charges. FLO may apply money from one task to another to complete the scope of work.

Task	FLO Analytics			Sub-Contractor	Total
	Hours	Labor	Direct		
1 Project Planning & Coordination	38	\$6,460	\$0		\$6,460
2 Community Outreach & Public Hearings	75	\$12,870	\$0		\$12,870
2b District Scenario Modeler Fee	\$0	\$0	\$2,000		\$2,000
3 Map Evaluation	14	\$2,170	\$0		\$2,170
4 Redistricting Plan Development	64	\$10,380	\$0		\$10,380
Total Estimated Cost - No Optional Tasks					\$33,880
2a Community Outreach Strategy (Optional)	10	\$2,000	\$0		\$2,000
2b Redistricting Engagement Portal Fee (Optional)	\$0	\$0	\$2,000		\$2,000
2e Community Builder (Optional)	\$0	\$0	\$2,000		\$2,000

Optional Tasks

Please indicate the optional tasks you would like to pursue by checking the boxes below:

- Subtask 2a – Community Outreach Strategy
- Subtask 2b – Redistricting Engagement Portal
- Subtask 2e – Community Builder

SCHEDULE

FLO will begin work within 14 days of receiving authorization to proceed. This proposal is valid for 30 days.

After you have reviewed this submittal, please indicate your approval of the proposal by signing below and returning the document to us as electronic or hard copy. Please retain a copy for your records.

Sincerely,

FLO Analytics



Tyler Vick
Managing Director



John McKenzie
Director of Business Development

Attachments: Schedule of Charges



SCHEDULE OF CHARGES

PERSONNEL CHARGES

Principal	\$220 – 230/hour
Facilitation.....	\$205/hour
Project Manager.....	\$185/hour
Senior.....	\$165 – 205/hour
Project.....	\$140 – 165/hour
Analyst	\$140 – 150/hour
Staff	\$125 – 140/hour
Graphic Design.....	\$120 – 130/hour
Technician	\$105 – 135/hour
Administrative Support	\$100 – 110/hour

Depositions and expert witness testimony, including preparation time, will be charged at 200 percent of the above rates.

Travel time will be charged in accordance with the above rates.

SUBCONTRACTORS

Charges for subcontractors will be billed at cost plus 15 percent.

EXPENSES

Charges for outside services, equipment, and facilities not furnished directly by FLO Analytics will be billed at cost plus 10 percent. Such charges may include, but shall not be limited to the following:

Printing and photographic reproduction	Rented equipment
Rented vehicles/mileage	Shipping charges
Transportation on public carriers	Meals and lodging
Special fees, permits, insurance, etc.	Consumable materials

DIRECT CHARGES

Charges for specialized software modeling and equipment are as specified in the scope of work.

Field equipment rates are set forth in the Field Equipment Rate Schedule.

The rates for document production are set forth in the Document Production Rate Schedule.

RATE CHANGES

Schedule of Charges are subject to change without notice.