

**CALIFORNIA CONSERVATION CORPS**

**Chico Satellite**

2725 Hwy 32 Suite F, Chico, CA 95973  
(530) 894-0495 FAX (855) 226-2756  
www.ccc.ca.gov



**Memorandum**

To: Eugene Vicknair

Subject: Project Evaluation

From: Keith Welch *KW*

Date: August 20, 2013

Enclosed is project paperwork for CCC corps members from Chico Satellite to work for Western Pacific Railroad Museum, on the 2013 Fence project, to be completed during an 8 day spike between September 1, 2013 and June 30, 2014.

If all the information is correct and meets your desires, please have the representative from your department sign on:

- CCC 58, Project Evaluation- bottom of page three; and
- CCC 96A, Agreement Addendum (Fiscal Display) - lower left corner of page; and
- CCC 96, Sponsor Agreement - Signature blocks A & B on page 4.

Please scan back to me one copy signed in **blue ink** at the above address, as CCC HQ requires one set of documents with blue ink signatures for their files. To expedite the contract approval process, if you could scan back to me the signed copies of just the pages that you signed, I will send the complete packet thru the CCC contracts approval process to get the contract signed, approved and be given a start date as soon as possible.

We look forward to continuing to work with you and are eager to start discussing any additional project work that you may have of us to do this or next fiscal year. Please call me so that we can schedule a date to discuss any project work that you may wish us to do in reference to this or any other project that you may have in mind.

[A] PROJECT DATA

Project/Work Code: R-14-3008	Center Code: 709 CHICO
Contract: - -	Location Code:
	ARRA: N

Project Title: PORTOLA RAILROAD MUSEUM	Resource Category: CST
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Project Description:  
 Corps members will work on projects at the direction of Museum staff that could include but are not limited to: fencing, trails building and grounds maintenance, restoration work in the buildings and on the rolling stock or rail bed at the Portola Railroad Museum.

[B] SPONSOR INFORMATION

Agency Code: 60700	Sponsoring Agency: WESTERN PACIFIC RR MUSEUM	Address: PO BOX 608
City: PORTOLA	State: CA	ZIP: 96122-0608
Sponsor Representative: ROD MC CLURE	Title: PRESIDENT	CELL: 775-750-2539
Technical Supervisor: EUGENE VICKNAIR	Title: DIRECTOR, WK:650-326-0528	X226
	Phone: (530) 832-4131	
	Phone: (408) 839-5750	

[C] EMERGENCY RESPONSE INFORMATION

CDF Incident # -	Request # -	OES # -	HQ Ref. # -
CCC Index #	Corpsmember Overtime Pay Serial #		

[D] ESTIMATE INFORMATION

Hours: 1000
Start Date: 09/01/2013

[E] WORKSITE INFORMATION

Directions to Worksite Location: Hwy 70 thru Quincy to Portola. At the stoplight in Portola turn south, over the bridge and watch for the signs. At road A-15, turn west and drive into the Western Pacific Railroad Museum. Drive thru t	ZIP: 96122-	County Code: 32	County: PLUMAS
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[F] FOR HQ USE ONLY

KEITH WELCH 08/20/2013, 1:29pm

Received:	Logged:	Verified:
Analyst:	Entered:	Checked:



[G] EDUCATIONAL ACTIVITIES

<p>Sponsor: Educational presentation to increase Corpsmember understanding of the natural environment.                  Sponsor will provide an overview of museum operations, a tour of the museum and educational activities that are hands-on in regard to maintenance of rolling stock, road bed and shop buildings.</p>	<p>Length of time scheduled: 1.00 Hrs.                  Length of time scheduled: 1.00 Hrs.                  Educational presentation to include theory and hands-on practice related to: fence building; setting fence posts; stringing wire and chain-link fencing; and other tasks as needed for the completion of this project.</p>
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[H] EQUIPMENT, MATERIALS, AND LABOR

<p>To be supplied by Sponsor:                  Post hole augers, fencing materials, building materials, and any other materials necessary to complete the projects.</p>	<p>To be supplied by CCC:                  Normal Crew compliment of hand tools to include: shovels, pulaskis, McLeods, claw hammers, rock bars, post hole diggers, pitchforks, mattocks, Igloos, and banjo canteens.                  Power tools to include: chainsaws, power pole saws, hedge clippers, fuel mix and safety chaps.                  All personal protective equipment normally issued to a CM: hardhat, goggles, gloves, work boots, and uniform.</p>
<p>Special SPIKE equipment needed by crew:                  8 day spike, 10 hours each day, to be worked by a short crew and a crew supervisor. Usually one CM stays in camp to cook for the crew and maintain security of the crew gear and protect the food cache from animals while in an encampment either at a recognized campsite or in the woods at a back country spike location.</p>	
<p>SPIKE Information (description and location of housing):                  Museum will provide access for crew to use sleeper and shower car. Crew will bring any other necessary equipment to set-up cooking area and wash dishes. Sponsor will need to provide refrigerator or notify the CCC in advance if we need to bring sufficient ice chests, ice and dry ice to keep our food chilled and stored within safety standards.</p>	



[I] NARRATIVE ON HOW PROJECT WILL MEET ALL LEGISLATIVELY MANDATED OBJECTIVES  
 (Assign a numerical rating: 0=none, 1=low, 2=medium, 3=high)

Conserving, improving, developing natural resources, maintaining  
 environmentally important lands or waters. RATING: 3  
 The Portola Railroad Museum offers a high quality experience to young and old  
 alike when it comes to trains. This facility was the former locomotive sh ...

Providing public benefit or access (Estimated visitor use, increased safety,  
 reduced maintenance costs, etc. RATING: 3  
 As the above paragraph points out, the work that the CCC Chico crews do for  
 the RR Museum is very importnat. The Museum has used the CCC in the past ...

Providing Corpsmembers with opportunities for training in employable skills  
 (e.g. specific tools and use, fire control, carpentry) RATING: 3  
 The landscaping opportunities for the CCC crews working on this project repeat  
 other projects done for Cal Trans, DPR and other local park districts. So C

[J] PROJECT CHECKLIST & SIGNATURE BLOCKS

SIGNING THIS DOCUMENT VERIFIES THAT:

- A Sponsor Agreement (CCC 96) is on file at Headquarters.
  - If a reimbursable project, a CCC-96A or STD-13 agreement has been submitted to Headquarters.
  - If the Sponsor is a non-profit entity, a statement of non-profit status and Private Property/Sponsor Authorization form have been submitted to HQ.
  - If the Sponsor is a for-profit entity, a Private Property/Sponsor Authorization has been submitted to HQ.
  - The project conforms to CCC's Injury and Illness Prevention Program (IIPP)
- Project Coordinator: Print Sign  
 KEITH WELCH, CONSERVATION SUP Date: 8-20-13

Center Director:

THE SPONSOR REPRESENTATIVE AGREES TO THE FOLLOWING:

- If there are hazardous materials present, the sponsor has provided the location, identity, and amounts of any hazardous substances at the worksite and provided all Material Safety Data Sheets for hazardous materials that are present at the worksite

OR

- To the best knowledge of the sponsor, the worksite is free of any known hazardous materials.

AND

- That all applicable local, state, and federal permits, approvals, and clearances have been obtained.

Sponsor Representative:

Print

Sign

Date:



Directions to Worksite Location: (cont.)  
the bridge and watch for the signs. At road A-15, turn west and drive into the Western Pacific Railroad Museum. Drive thru the parking lot, park in the back side of the lot and walk across the RR tracks into the diesel shop where all the Museum staff hang out.

LEGISLATIVE MANDATE - Natural Resources: (cont.)  
alike when it comes to trains. This facility was the former locomotive shop for the Feather River Route of the Union Pacific Railroad. The combination of history, the opportunity to get up close and personal with these steam driven giants from another era is truly unique. The Museum staff are all older retired adults who often worked their entire lives on the railroad and can educate our CMS as well as members of the public about a very important chapter in the growth of the United States as well as the live style of a bygone era.

The work the CCC will do at this Museum is consistent with the environmental work that we do all over our service district: protecting rare resources, preventing erosion, maintaining historical structures, removing non-native and invasive plants, and providing the public with opportunities in education.

LEGISLATIVE MANDATE - Public Benefit: (cont.)  
The RR Museum is very important. The Museum has used the CCC in the past to remove weeds, paint buildings and rolling stock, improve trails and walkways between exhibits, and remove brush to create fuel breaks around the property.

The Museum is open to the public, free of charge, during the summer.

LEGISLATIVE MANDATE - Corpsmember Skills: (cont.)  
other projects done for Cal Trans, DPR and other local park districts. So CMS get to be the experts when working with Museum staff in this subject area. The opportunity for the CMS to exchange ideas and learn about these giant railroad cars, engines and the engineering that went into laying track and providing railroad access to all of the people of this country is the most important things that the CMS learn while on this project. The opportunity to live in the rail cars, work along side this engineering marvel, and gain first hand experiences about the railroad is something most people never get a chance to experience. On this spike the CMS will be railroad, living working and learning about another segment of our vast transportation system.

Agreement #

Index#

CCC Work Code

(CCC Contract Officer Assigns)

(Center Index Code is Four digits)

(Center Project Manager Assigns)

A) The California Conservation Corps (CCC), agrees to provide crew labor for the project titled:  
**Portola Railroad Museum**

See CCC-58 Project Evaluation Form for details.

B) The term of this agreement shall be:  
 Agreement Start Date: September 1, 2013  
 Agreement Expiration Date: June 30, 2014  Check here if multi-year

C) Sponsor agrees to reimburse the CCC for estimated costs in accordance with the Fiscal Summary. (Fiscal Year displays are shown on page 2.)

LABOR	Hours	Rate/Hr	Totals
CM Regular Time:	890.00	\$ 18.00	\$ 16,020.00
CM Overtime:	0.00	\$ -	\$ -
Performance-Based Labor:			\$ -
Staff BILLABLE Regular Time:			\$ -
Staff Overtime:			\$ 1,463.28
<b>EXPENSES</b>			
Equipment (greater than \$5,000):			\$ -
Tools (includes equipment less than \$5,000):			\$ -
Materials:			\$ -
Vehicle Operations:			\$ -
Consulting:			\$ -
Other:			\$ 840.00
			<b>\$ 18,323.28</b>

NOTE TO SPONSOR: Budget detail will not be provided on performance based contracts.

D) The total amount payable by Sponsor to CCC under this agreement shall not exceed: **\$ 18,323.28**

E) The CCC shall forward billing for labor and/or operating expenses with supporting documentation in triplicate to sponsor  
 XXXX Monthly  Quarterly  At end of contract  
 Sponsor agrees to pay CCC within 50 days from receipt of bill. Negotiated Advanced Payments: \$ -

**Sponsor**

Organization: Western Pacific RR Museum

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

**SPONSOR EMAIL ADDRESS**  
 < eugene.vicknair@gmail.com >

**SPONSOR MAILING ADDRESS**  
 Western Pacific Railroad Museum  
 PO Box 608  
 Portola, CA 96122-0608  
 Attention: Eugene Vicknair

**SPONSOR BILLING ADDRESS:**  
 same as above

**STATE OF CALIFORNIA**

California Conservation Corps

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Print: Maria Berumen

Title: Administrative Chief

**CCC DISTRICT VERIFICATION**  
 8/20/13

Date: \_\_\_\_\_

Signature: 

Print: Keith D Welch

Title: Conservation Supervisor

**FORWARD PAYMENTS TO:**  
 California Conservation Corps  
 Attention: Accounting/Receivables  
 1719 24th Street, Sacramento  
 Sacramento, CA 95816



Fiscal Year Display	FROM:	TO:	LABOR		Hours	Rate/Hr	Totals
			CM Regular Time:	CM Overtime:			
First Fiscal Year Display	09/01/13	08/30/14	890.00	0.00	890.00	\$ 18.00	\$ 16,020.00
			Performance-Based Labor:				
	Staff BILLABLE Regular Time :						\$ -
	Staff Overtime :						\$ -
	EXPENSES						1,463.28
	Equipment (greater than \$5,000):						\$ -
	Tools (includes equipment less than \$5,000):						\$ -
	Materials:						\$ -
	Vehicle Operations:						\$ -
	Consulting:						\$ -
	Other:						\$ 840.00
First Fiscal Year TOTAL:						\$ 18,323.28	
Second Fiscal Year Display			CM Regular Time:	CM Overtime:	Hours	Rate/Hr	Totals
	Performance-Based Labor:						\$ -
	Staff BILLABLE Regular Time :						\$ -
	Staff Overtime :						\$ -
	EXPENSES						-
	Equipment (greater than \$5,000):						\$ -
	Tools (includes equipment less than \$5,000):						\$ -
	Materials:						\$ -
	Vehicle Operations:						\$ -
	Consulting:						\$ -
Other:						\$ -	
Second Fiscal Year TOTAL:						\$ -	
Third Fiscal Year Display			CM Regular Time:	CM Overtime:	Hours	Rate/Hr	Totals
	Performance-Based Labor:						\$ -
	Staff BILLABLE Regular Time :						\$ -
	Staff Overtime :						\$ -
	EXPENSES						-
	Equipment (greater than \$5,000):						\$ -
	Tools (includes equipment less than \$5,000):						\$ -
	Materials:						\$ -
	Vehicle Operations:						\$ -
	Consulting:						\$ -
Other:						\$ -	
Third Fiscal Year TOTAL:						\$ -	
Forth Fiscal Year Display			CM Regular Time:	CM Overtime:	Hours	Rate/Hr	Totals
	Performance-Based Labor:						\$ -
	Staff BILLABLE Regular Time :						\$ -
	Staff Overtime :						\$ -
	EXPENSES						-
	Equipment (greater than \$5,000):						\$ -
	Tools (includes equipment less than \$5,000):						\$ -
	Materials:						\$ -
	Vehicle Operations:						\$ -
	Consulting:						\$ -
Other:						\$ -	
Forth Fiscal Year TOTAL:						\$ -	

The total amount payable by Sponsor to CCC under this agreement shall not exceed: **\$ 18,323.28**

CALIFORNIA CONSERVATION CORPS  
1719 24th Street, Sacramento, CA 95816  
(916) 341-3112

SPONSOR AGREEMENT (CCC-96)  
(Private Entity)

CCC District:  
REGION I  
SOUTH-CENTRAL CORPS  
CHICO OFFICE

This agreement is made and entered into by and between the California Conservation Corps, State of California, hereinafter referred to as "CCC", and

Sponsor's Name: \_\_\_\_\_  
hereinafter called "Sponsor."

WHEREAS, the CCC wishes to provide training in job skills and environmental education to young men and women of California through a program which includes projects in public service conservation work, and

WHEREAS, the Sponsor can provide opportunities for public service through meaningful and productive work projects, and

WHEREAS, the Sponsor shall provide opportunities for public use of project areas, and

WHEREAS, the CCC shall generally be engaged in projects which preserve, maintain and enhance environmentally important lands and waters, and

WHEREAS, the CCC shall accomplish useful and needed public works projects in both urban and rural areas, and

WHEREAS, the CCC may execute contracts for furnishing the services of the Corps to any federal, state, or local agency and any local or statewide private organization concerned with the objectives of the Corps, and

WHEREAS, the CCC may be reimbursed by the federal government, any state or local public agency, or any private organization for actual expenses incurred by the Corps for any project.

NOW THEREFORE, in consideration of the above, the parties hereto agree as follows:

- A. The Sponsor shall submit project proposals on a form provided by CCC. By so doing, with reference to any such proposals subsequently approved by the District Director, CCC, Sponsor agrees to:
  1. Pay for all negotiated costs directly related to and necessitated by such projects. This may include, but not be limited to, reimbursement for CCC labor at the CCC's current fiscal year rate or at a negotiated rate on such projects. In the event that reimbursement is negotiated, further documentation will be necessary.
  2. Demonstrate the availability of adequate plans and specifications, sufficient funds, materials, supplies, and equipment, adequate technical supervision and any special labor requirements to complete such project.
  3. Obtain the approvals and permits required by any other state, federal, or local agency necessary to commence construction or operation of such projects.



4. Obtain any clearances and meet any other requirements of trade unions or other labor organizations occasioned by the participation of the CCC in such projects.
5. When necessary, provide acceptable temporary living facilities for the duration of any such projects located more than one hour's driving time from a CCC base center for CCC personnel actually engaged in working on such projects.
6. Hold an orientation meeting with CCC personnel at the commencement of such projects to explain the technical aspects, safety considerations, and any other aspects necessary for successful execution of such projects.
7. Present or arrange for an additional educational program or training opportunity at the CCC base center or project site. This presentation may have emphasis on the history of the project site or area, the public benefit to be derived from this or a similar project, the relationship of such projects to resources or wildlife management, or similar subjects.

B. The CCC shall select, from proposals submitted by the Sponsor, those projects meeting the priorities and resources of the CCC, as well as meeting the legislatively mandated criteria. The CCC shall submit to the sponsor, evaluations setting forth any special requirements or conditions occasioned thereby. By so doing, with reference to any such evaluations subsequently approved by Sponsor, the CCC agrees to provide labor, crew supervision, transportation(if within one hour's driving time by two-wheel drive vehicle from the nearest CCC base center), food and such tools as the CCC Project Coordinator determines to be available. Upon receipt of Sponsor's acceptance of such evaluations, projects will be scheduled in accordance with the priorities and resources of the CCC.

C. In accordance with Section 14304 of the Public Resources Code, CCC projects shall be directed toward providing opportunities to the public for the use of these natural resources and environmentally important public lands and waters, while at the same time providing young men and women with an opportunity for personal development in a variety of basic skills. Projects shall be undertaken in both urban and rural areas shall be selected on the basis of the environmental and natural resource benefits each offers, the opportunities for public use each offers, and the on-the-job training value of each.

D. The Sponsor recognizes that the CCC exists under a legislative mandate to act under the direction and control if the State Office of Emergency Services, Department of Forestry and other agencies to assist the people of the State of California in times of emergencies arising from fire, flood, wind, and other natural or man-caused disasters and emergencies.

Projects will be performed within the rules and regulations of the CCC, which may require temporary suspension or permanent cessation of projects due to emergency conditions as defined by such rules and regulations.

The Sponsor further recognizes that the resources of the CCC are limited, and the public service conservation work of the CCC may be altered in priority from time to time.

The parties agree that delays by either party shall be excused and costs caused by such delays shall be borne by the party incurring such costs. Sponsors contracting with the CCC for emergency services may be required to reimburse exceptional costs, e.g., overtime.

E. Work performed under this agreement will be under the immediate supervision of the CCC officials. The sponsor will provide such supervision, technical assistance, guidance and inspection as it considers necessary to properly complete the work.

F. All improvements constructed in whole or in part on lands owned or controlled by Sponsor will remain the property of the Sponsor.

- G. Permission to camp and perform work on lands owned or controlled by Sponsor does not in any way convey to the CCC, its staff, or any person or persons working with the CCC in the performance of said work, employee status that would extend to them the benefits afforded to permanent employees of Sponsor.
- H. Upon completion of each project, or any phase thereof, permission is hereby granted to the CCC to place upon the project site a sign or emblem, consistent in size and design to its surroundings, indicating the participation of the CCC and the year thereof.
- I. The Sponsor shall defend, indemnify and hold harmless the State of California, CCC and their officers, agents and employees from any and all claims, demands, losses or liability of any sort arising (or alleged to have arisen) in whole or in part as a result of conduct undertaken by the Sponsor in performance of this agreement or otherwise in connection with this agreement.
- The State of California has elected to cover its motor vehicle and general liability exposure through claims procedures instituted in accordance with the California Government Code provisions and the other provisions of the law relating to such liability. Pursuant to those procedures, tort liability claims should be submitted to the State Board of Control (headquarters office: 630 K Street, Sacramento, California 95814; government claims division: P.O. Box 3035, Sacramento, California 95812-3035) in accordance with the California Government Code provisions and the other provisions of the law governing submission of such claims. In addition, unless notified otherwise or on behalf of the California Conservation Corps, motor vehicle liability claims may be forwarded to the California Department of General Services, Office of Risk and Insurance Management (hereinafter referred to as AORIM@), Claims Unit, 1325 J Street, Suite 1800, Sacramento, California 95814. It should be noted, however, that the willingness of ORIM to receive such motor vehicle liability claims does not constitute a waiver by the State of California or the California Conservation Corps of the time limits or procedures provided by law or the filing of claims relating to such motor vehicle liability. It also should be noted that the addresses set forth in this paragraph are subject to change; any claimant is advised to verify the accuracy and currency of addresses for filing claims, and by setting forth addresses in this paragraph, neither the State of California nor the California Conservation Corps is waiving any time limits or procedures provided by law for filing claims related to alleged motor vehicle or general liability or any other alleged liability.
- The California Department of Personnel Administration has entered into a Master Agreement with the State Compensation Insurance Fund to administer workers= compensation benefits for State employees as required by the California Labor Code.
- J. Neither party may assign this contract or any interest therein without the written consent of the other party.
- K. All contracts relating to the construction or operation of the project, including those executed following completion of the project, shall contain a clause prohibiting discrimination against any employee or employee applicant engaged in project work or project operation, on the basis of race, religion, sex, color, ancestry, age, physical handicap or national origin. Such clause shall include all aspects of employer-employee and employer-employee applicant relations.



- L. Subject to provisions herein, all remedies allowed by law are available to either party for enforcement of this contract. Any waiver of rights by either party or any matter relating to this contract shall not be deemed to be a waiver on any other matter relating to this contract.
- M. If any part of this contract is found to be invalid the remainder of the contract shall continue in effect.
- N. This contract may be modified by mutual written agreement of the parties.
- O. This agreement shall remain in effect unless terminated upon sixty (60) days written notice from either party to the other.
- P. No member of, or delegate to, Congress, or Resident Commissioner, shall be admitted to any share or part of this agreement, or to any benefit that may arise there from; but this provision shall not be construed to extend this agreement if made with a corporation for its general benefit. (Applicable only if Sponsor is an agency of the United States Government).

**[A] SPONSOR INFORMATION**

Agreement #: <i>P/4-5008</i>		Agency Code:	Index #:
Sponsor Name:		Sponsor Department:	
Address:			
City:	County:	State:	ZIP:
Contact Person:		Phone:	

**[B] SIGNATURE BLOCK**

<p>IN WITNESS WHEREOF, the parties have agreed to the conditions of this Agreement as of the date shown below.</p>			
		Print	Sign
Sponsor Representative:			Date:
District Director:			Date:

Spike Activity	Number of Corpsmembers	Hours per day	Hourly Rate	Daily Rate	Number of Days	Spike sub-total
CM Labor	10	10	\$18.00	\$1,800.00	8	\$14,400.00
CM Cook	1	10	\$18.00	\$180.00	9	\$1,620.00

sub-total CM labor: \$16,020.00

Crew Supervision	Number of C-Is	Hours per day	Hourly Rate	Daily Rate	Number of Days	Spike sub-total
Daily	1	10	No charge	No charge	8	No charge
Overtime	1	6	\$34.84	\$209.04	7	\$1,463.28

sub-total Crew Supervision: \$1,463.28

Operating & Equipment Expenses					Number of Days	O&E sub-total
Item	Number	Nights	Rate	Unit cost		
Sleeper car		7				\$0.00
Toilet Rental	0	0		\$0.00		\$0.00
Food	12		\$10/day/person	\$120.00	7	\$840.00

sub-total O&E: \$840.00

Spike total costs: \$18,323.28

EUGENE -

THIS BREAKS DOWN THE COST OF THIS SPIRE. FYI ONLY.

- ~~XXXXXXXX~~