



Downtown Hayward Improvement Association
Sidewalk Operations, Beautification & Order Committee
Wednesday, September 13th, 2023, at 1:00 p.m.

Zoom Virtual Meeting: <https://us06web.zoom.us/j/89819732912>

Meeting ID: 898 1973 2912 | Passcode: 971711 | Call-In +1 669 444 9171

1) Introductions & Zoom Etiquette / Committee Chair Sara Buizer

All participants will be put on mute during the topic presentation and then the moderator will unmute the microphones to take comments/feedback.

2) Public Comment (3-Minute Max Per Person)

Please keep comments directed to non-agenda items.

3) Review of the April 28th, 2023 Meeting Minutes

Action Item

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4) Committee Updates:

- a. Update on District Maintenance Service Vendor Transition: Introductions to District Works
- b. Downtown Community Safety Report – Update
- c. Expanded Coverage of BACS Program in Downtown Hayward – Update
- d. Downtown Hayward Camera Program Partnership with the City – Update
- e. Downtown Hayward Tree-Trunk Wrapped Lighting Proposals – Review

Action Item

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5) New/Other Business

6) Next Meeting: _____

7) Adjournment

Action Item

BROWN ACT:

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The Corporation posts all Board and Committee agendas outside of the building that the meetings are being held. Action may not be taken on items not identified as such and posted on the agenda. Meeting facilities may be accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Monica Montes at least 48 hours prior to the meeting. For more information on the upcoming Committee or Board of Directors meeting, please call Monica Montes at 888 356-2726.



**Downtown Hayward Improvement Association
Sidewalk Operations, Beautification & Order (SOBO) Committee
Meeting Minutes
Tuesday, April 28th, 2023 – 11:00 a.m.
Zoom Virtual Meeting**

Present: Sara Buizer, Resti Zaballos, Bill Matheson,

Guests: N/A

Staff/Consultant: Dominic Li Mandri (New City America)

MINUTES:

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Introductions	District Manager Marco LiMandri called the meeting to order at 11:05 a.m.	No action taken
2. Public Comment, announcements	No public comment was made at this time.	
3. Approval of the March 14th, 2023 Minutes	Minutes were reviewed by the Committee Members present.	Minutes were approved by consensus.
4. Committee Updates a. DHIA Annual SOBO Committee Budget	a. Dominic LiMandri presented the draft Annual Budget with the updated line-item allocations for Committee members to review. Dominic referenced the Maintenance Contractor, Maintenance and Supplies, and Landscaping line items for the subsequent discussion on the RFP. Discussion followed.	a. No Action Taken

DOWNTOWN HAYWARD IMPROVEMENT ASSOCIATION

22654 Main Street • Hayward, CA 94541

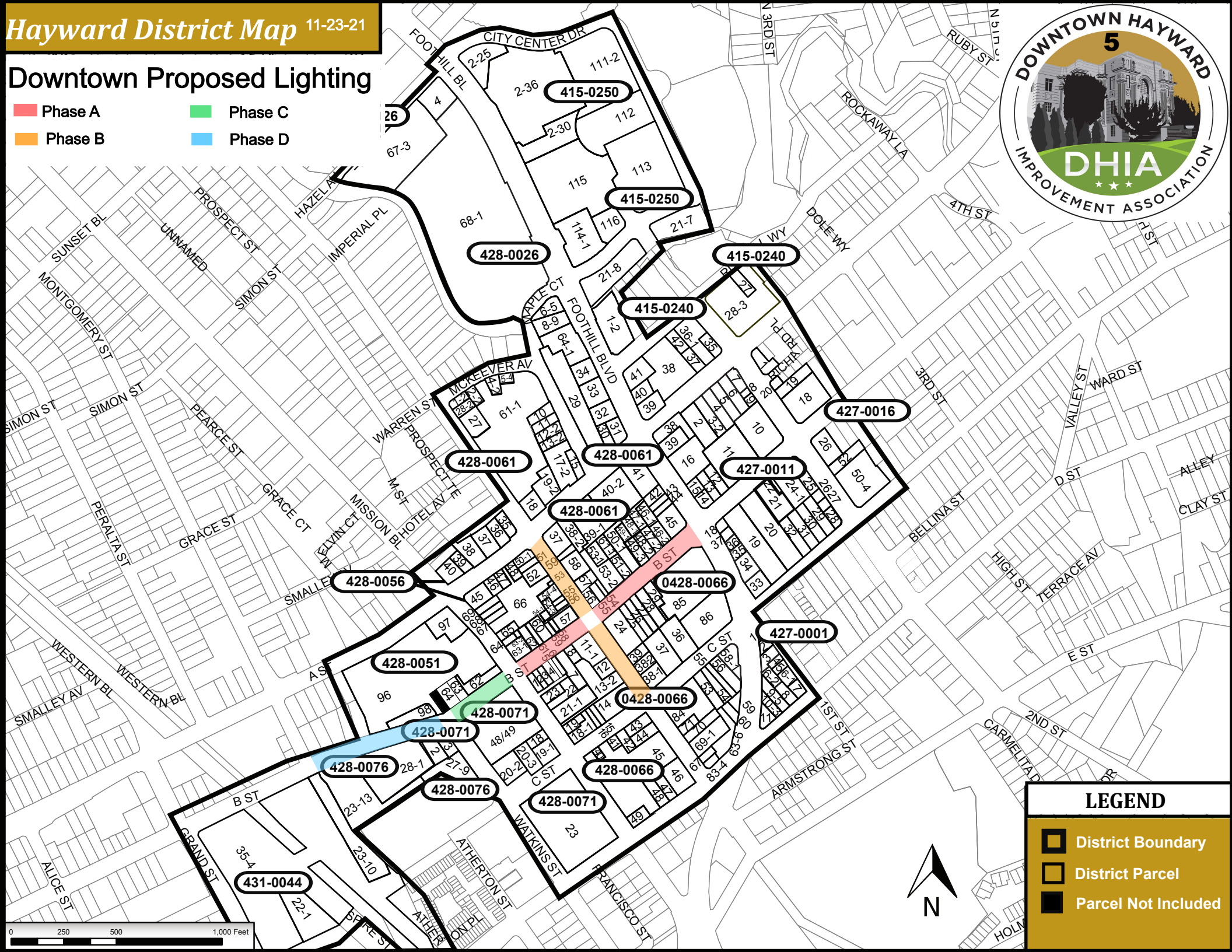
<p>b. Downtown Hayward Maintenance Program: Updated RFP for Expanded Services</p>	<p>b. Dominic presented the previous unamended RFP issued in 2022 for district maintenance services. The RFP has not been updated at this time, but will be amended to include additional services and a higher overall bid amount to reflect the additional scope of services being sought by the Committee. The higher price point is achieved by the combining of certain budgetary line items in the SOBO Annual Budget. Dominic recommended a SOBO RFP Task Force be established to guide the updating of the RFP and reviewing of qualified responses. Sara Buizer agreed with course to create a review SOBO RFP Review Task Force. Resti Zaballos volunteered to serve on the Task Force as well.</p>	<p>b. No Action Taken</p>
<p>c. DHIA – BACS Expanded Coverage Downtown</p>	<p>c. Dominic summarized the current scope of services provided by the expanded coverage pilot being organized by Bay Area Community Services (BACS) in downtown Hayward. BACS is the City of Hayward’s contract homeless services provider, and the City has generously organized increased coverage times for BACS outreach workers assigned to downtown. Dominic reference the scope of services outlined in the Committee Packet on pg. 16.</p>	<p>c. No Action Taken</p>
<p>d. Downtown Hayward Camera Program: Update</p>	<p>d. Dominic recapped the ongoing efforts by the DHIA to work with the City of Hayward to expand a Public Safety Camera Program in Downtown Hayward whereby the DHIA could partner with the City and HPD to expedite the installation of HDR and ALPR cameras at key intersections and major corridors in and around downtown. The intent of this program is to deter criminal activity from occurring in Downtown Hayward.</p>	<p>d. No Action Taken</p>

5. Other Business	No other business was discussed	
6. Next Meeting	Meetings are set as needed.	
7. Adjournment	Meeting adjourned at 11:45 a.m.	

Minutes taken by Dominic Li Mandri, District Manager

Downtown Proposed Lighting

- Phase A
- Phase B
- Phase C
- Phase D



LEGEND

- District Boundary
- District Parcel
- Parcel Not Included

San Francisco Holiday Lighting, Inc

526 Robin Drive
 Corte Madera, CA 94925
 +1 4156830250
 Charlotte@SFHolidayLighting.com
 www.sfholidaylighting.com



Proposal

ADDRESS

Downtown Hayward Improvement
 Association
 Contact: Dominic LiMandri
 619-241-1900
 dominic@newcityamerica.com

PROPOSAL # 2347**DATE** 08/30/2023

DATE	ACTIVITY	AMOUNT
08/30/2023	<p>Labor and Materials PERMANENT INSTALL -- PHASE A</p> <p>46 trees on B St from Foothill to Mission Branches only LED 5mm warm white Estimated use of 6 strands per tree (276 strands total) cords, splitters, timers</p> <p>Remove old lights currently in on trees. Wrap the trees -- branches only (or in cases of large trees, starting 8-10' high on trunk) and going as high as reachable by ladder. **No palm trees**</p> <p>Power should be available from previous outlets.</p>	18,725.00
08/30/2023	<p>Labor and Materials PERMANENT INSTALL -- PHASE B</p> <p>23 trees on Main St between A St and C St Branches only LED 5mm warm white Estimated use of 6 strands per tree (138 strands total) cords, splitters, timers</p> <p>Wrap the trees -- branches only (or in cases of large trees, starting 8-10' high on trunk) and going as high as reachable by ladder.</p> <p>Power should be available from previous outlets.</p>	8,995.00
08/30/2023	<p>Labor and Materials PERMANENT INSTALL -- PHASE C</p> <p>13 trees on B St between Mission and Watkins Branches only LED 5mm warm white Estimated use of 6 strands per tree (78 strands total) cords, splitters, timers</p> <p>Remove old lights currently in on trees. Wrap the trees -- branches only (or in cases of large trees, starting 8-10' high on trunk) and going as high as reachable by ladder.</p> <p>Power should be available from previous outlets.</p>	5,349.00
08/30/2023	<p>Labor and Materials PERMANENT INSTALL -- PHASE D</p> <p>28 trees on B St between Watkins and Montgomery Branches only LED 5mm warm white</p>	10,920.00

DATE	ACTIVITY	AMOUNT
	Estimated use of 6 strands per tree (168 strands total) cords, splitters, timers	
	Wrap the trees -- branches only (or in cases of large trees, starting 8-10' high on trunk) and going as high as reachable by ladder.	
	Power should be available from previous outlets.	
08/30/2023	<p>Terms and Conditions Pricing includes purchase of all lights and supplies, and labor for installation, including a service call within 30 days of installation due to error in workmanship (this excludes acts of vandalism, terrorism, or acts of God). If a boom lift is needed for a service call, an additional charge will be applied.</p> <p>Emailed approval of job is deemed by both parties to be binding. This proposal is valid for 24 hours from the date it was written. Customer hereby authorizes San Francisco Holiday Lighting to install all materials on said property as provided herein. Payments received after 30 days will incur a 10% late penalty. The client will be responsible for collections costs and attorneys' fees. Appointments canceled with less than 48 hours' notice will incur a 10% cancellation fee. Full price is charged for a same day cancellation or no access.</p> <p>We are licensed, bonded and insured.</p>	0.00

	TOTAL	\$43,989.00

Accepted By

Accepted Date



Holiday Lights INC

60 Dillon Avenue
Campbell, California 95008

408-384-9627

<https://www.holidaylightsbayarea.com/>

HolidayLightsBayArea@gmail.com

Dominic Mandri
(510) 556-1278
22654 Main Street
Hayward, CA 94541

Expiration Date: Jun 11, 2023

Status: Proposal

Option 1 (\$58,800.00) - Selected

Item	Unit Price	Quantity	Amount
Materials Purchase and Labor	\$1,200.00	49.00	\$58,800.00
<p>49 Trees in downtown Hayward on B Street from Foothill to Montgomery. Permanently trunk wrapped with commercial grade Coaxial LED warm white minis. Holiday Lights will remove old lighting and install new lights and new power, if necessary.</p> <p>Holiday Lights Inc. will provide: lights, power, cords, and power supplies.</p> <p>Timer will be an additional charge.</p> <p>Price will increase by 50% if installation takes place during peak season which is October 15, 2023 -February 1st 2024.</p> <p>49 trees: \$1,000 labor each + \$200 purchase</p>			

Thank you for your business!

Subtotal **\$58,800.00**

Total **\$58,800.00**