



**PINCO ADVISORY COMMITTEE MEETING**  
**JANUARY 31, 2019**  
**10:00AM**  
**PINCO SERVICE CENTER**  
**3019 16<sup>TH</sup> STREET**  
**BAKERSFIELD, CA 93301**

**AGENDA**

**1. SIGN-IN: 10:06 AM**

**2. ADOPTION OF AGENDA**

Adoption of January 31, 2019 Advisory Committee Meeting Agenda as presented.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE:**

**PANAMA MOTIONED TO ADOPT AGENDA AS PRESENTED BUT TABLEING ITEM #6.  
SECONDED RICHLAND PASSED**

**3. ADOPTION: ADVISORY COMMITTEE MEETING MINUTES OF DECEMBER 13, 2018**

**MOTION: DELANO SECONDED: BAKERSFIELD CITY VOTE: PASSED**

**4. PUBLIC COMMENTS FROM THE FLOOR:**

Public Business from the Floor – Agendized Items and Non-Agendized Items: The public is invited to address items on the PINCO Agenda or any item that is within PINCO’s jurisdiction as constituted. Without taking action or entering into a dialog with the public, PINCO Board members may briefly respond to statements made or ask clarifying questions about topics not on the PINCO agenda. Individual speakers are limited to three (3) minutes each with the total time for public input on each item limited to fifteen (15) minutes. All persons requesting to make comments are asked to complete a public speaking form prior to the meeting. You will be asked to provide your full name, who or what you are representing and the topic as an item identified on the agenda or as a non-Agendized item.

**5. PRESENTATION: 2019-2020 CDE/USDA FOODS SCHEDULE**

Background: Augie Aguilar, Manager of the Food Administrative Unit for the California Department of Education will present on the following topics prior to the distribution of USDA’s 2019-2020 Foods Catalog/Pre-planner and provide time for questions from PINCO Member Districts and Staff:

- Sweeps Update
- 2019-2020 Pre-planner
- New USDA Items
- Excess Entitlement Options at Processor &/or FDP through inter-agency transfers(s)

**INFORMATION ONLY**

**6. TABLED--REVIEW/APPROVE: PINCO OFFICER SUCCESSION POLICY**

Background: After review and consultation with PINCO’s Executive Committee, PINCO’s JPA/Policy Sub-committee has advanced the attached Policy to address PINCO Executive Officer succession in the event of vacancy(ies) mid-term. It is recommended PINCO’s Advisory Committee approve the Sub-committee’s recommendation.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

**7. SELECTION/APPOINTMENT: PINCO REGION ONE AND TWO ALTERNATE REPRESENTATIVES**

**MOTION:** \_\_\_\_\_ **SECONDED** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

**MOTIONED TO TABLE #7 TO THE MARCH 14, 2019 ADVISORY MEETING.  
SECONDED PANAMA PASSED**

**8. REVIEW/APPROVAL: PINCO FACILITY REPAIR & MAINTENANCE APPROVAL PROCESS**

Background: PINCO's Futures Sub-committee met to review procedural steps in the approval of repairs, maintenance and replacement of equipment at the PINCO Service Center. Through discussion, the following is being recommended for the Lead Agency in the process of addressing facility issues:

- In accordance with CDE guidance, the Lead Agency will seek approval through CDE's Resource Management Unit for all repairs and replacement of equipment per USDA/CFR regulations including following current procurement procedures; quotes, prevailing wages, etc.
- Lead Agency will advise PINCO Member Districts within 72 hours of approval process on the issue being addressed including, but not limited to all associated costs and timelines.
- Lead Agency shall only engage in immediate repairs and replacement of equipment that falls under refrigeration, electrical and plumbing of the PINCO Service Center unless deemed critical by the Lead Agency (safety-based). All other projects shall be approved by PINCO's Executive and Advisory Committees prior to engagement following the approval procedure(s) through CDE as stated above.

It is recommended PINCO's Advisory Committee approve the proposed recommendation for formal adoption.

**MOTION: PANAMA SECONDED: DELANO VOTE: PASSED**

**9. UPDATE: 2018 PINCO FOOD SHOW FINANCIAL RECAP**

Background: After final payments and closing-out the contract for the 2018 PINCO Food Show, PINCO's Marketing Fund received \$30,919.27. These monies bring the PINCO Marketing Fund to a current balance of \$46,079.48; no monies have been expensed from the fund in the current year which began with an opening balance of \$15,160.21 (as of July 1, 2018).

**INFORMATION ONLY**

**10. REVIEW/APPROVE: PAYMENT FOR PINCO DRIVEWAY/DOCK REPAIR**

Background: R&R General LLC contracted with Cerda Concrete in July to address needed repairs to the driveway(s) and loading dock(s) at the PINCO Service Center. Total expense for the project came in at \$24,000.00. In honor of its agreement with R&R General LLC, PINCO has paid the total amount in-full. It is recommended PINCO's Advisory Committee consider payment options including first-use of monies from PINCO's Marketing Fund to offset Member's direct expense. PINCO Marketing Fund balance is currently at \$46,079.48.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE**

**KERNVILLE MOTIONED TO APPROVE PAYMENT FROM THE MARKETING FUND.  
SECONDED RICHLAND PASSED**

**11. 2018-2019 CDE SWEEP UPDATE**

**INFORMATION ONLY**

**12. UPDATE: PINCO SERVICE CENTER FACILITY STUDY**

Background: Upon request from Membership at the December 5, 2018 Advisory Committee meeting, the Lead Agency contacted US Cold Storage and continued its work with Wonderful Development Corporation in research

of facility options for PINCO's storage and distribution needs. Attached is the proposed build-to-suit lease option provided by Wonderful Development Corporation along with a follow-up report distributed to PINCO's Executive Committee from US Cold Storage regarding its services. Reviewing base-rent and associated expenses tied to the triple-net lease (NNN), Wonderful's proposal would add approximately \$44,000.00 per month (\$535,000.00/annually) to PINCO's expenses, not including increased building and staffing support costs. R&R General LLC's estimated cost/base-rent of a similar facility was within \$3,000.00-\$5,000.00 of this proposal validating the expense model PINCO would experience combining PINCO's current storage capacity at the Service Center along with current outside storage.

**INFORMATION ONLY**

**13. UPDATE: 2017-2018 PINCO FINANCIAL REPORT**

**INFORMATION ONLY**

**14. REPORTS FROM PINCO SUB-COMMITTEES**

Food Show - Commodity – Futures - JPA/Policy – Bid - Sunshine

**15. REPORTS FROM ADVISORY COMMITTEE MEMBERS/LEAD AGENCY**

**16. UPCOMING MEETING DATES:**

**2018-2019 PINCO EXECUTIVE MEETING CALENDAR**

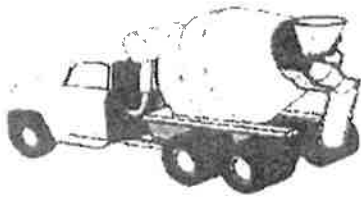
March 7, 2019	PINCO Administrative Offices, Lancaster
April 4, 2019	PINCO Administrative Offices, Lancaster
May 9, 2019	PINCO Administrative Offices, Lancaster
June 6, 2019	PINCO Administrative Offices, Lancaster

**2018-2019 PINCO ADVISORY MEETING CALENDAR**

March 14, 2019	PINCO Service Center, Bakersfield	Bid Awards
April 11, 2019	PINCO Service Center, Bakersfield	2019-2020 Buying Guide
May 16, 2019	PINCO Service Center, Bakersfield	Budget/Calendar
June 13, 2019	PINCO Service Center, Bakersfield	Year-End General Business

**17. ADJOURN: MOTION PANAMA SECONDED: KERVILLE**

**Meeting Ended 11:45 AM**



# CERDA CONCRETE

P.O. BOX 70936  
Bakersfield, Ca 93387

4155

Office (661) 324-4255 Fax (661) 324-4254

Email: [cerdaconcrete@yahoo.com](mailto:cerdaconcrete@yahoo.com)

Contractors State Lics. # 1025368

## INVOICE # 1726

ADDRESS OF PROJECT: 3019 16<sup>TH</sup> STREET  
CITY & STATE: BAKERSFIELD, CA

DATE: JULY 31, 2018  
TO: Bob Brodine

PHONE: 951-440-5676  
FAX:

Item No.	Item Description:	
1.	Saw cut and remove (2) approaches, curb & gutter, 4' behind approach for wheelchair accessibility required by city, saw cut 2' of asphalt	\$ 4, 203.00
2.	Replace (2) approaches, curb and gutter, section of sidewalk 5'6"x8', & wheelchair path Includes: <ul style="list-style-type: none"> <li>• Digging 1' of dirt &amp; Recompact dirt</li> <li>• Permit &amp; Compaction test</li> <li>• Setting up forms for curb &amp; gutter, approaches, &amp; wheelchair accessibility path</li> <li>• # 4 Rebar evenly spaced with full width of approach curb and gutter</li> <li>• New approaches are 10' wide with 4' behind for wheelchair accessibility with Truncated domes on each end of approach</li> <li>• Expansion joint on both ends of approach</li> <li>• Pouring with regular gray concrete with 8" thick approaches</li> <li>• Spraying concrete with curing compound</li> <li>• Patching back 2' of asphalt</li> <li>• Labor and Material</li> </ul>	\$ 16, 900.00
3.	Add extra 10' to approach	\$ 3, 300.00

Approved for Payment  
8/3/2018

**Sub Total	\$ 24, 000.00
** TOTAL	\$ 24, 000.00

January 22, 2019

Colliers International  
Attn: Wesley McDonald, Senior Vice President  
10000 Stockdale Highway, Suite 102  
Bakersfield, CA 93311

RE: Opportunity to Lease 52,200 SF BTS Cold-Storage Warehouse for PinCo – North Meadows Business Park

Dear Wes,

Thank you again for presenting the opportunity to submit a lease proposal for a turn-key build-to-suit facility for PinCo at the North Meadows Business Park. Pursuant to our previous discussions, and per the proposed plans in Exhibits "A1-A3" and scope of work in Exhibit "B", we have provided a general summary of the proposed terms and conditions below for your consideration.

Leasable Area:	52,200 SF
Delivery Condition:	Turn-Key BTS
Lease Term / Options:	20 Year Base Term w/ 2 – 10 Year Options
Monthly Base Rent (NNN):	\$1.85/SF (\$96,640.30)
Escalations:	2.5% / annum
Estimated Net Expenses:	\$0.23/SF/MO (inclusive of 1.0% Mgmt. Fee)
Substantial Completion:	December 31, 2019 (assuming start date of 02/01/19)

If your Client is in agreement with the basic terms and conditions provided above, we will prepare and distribute a Letter of Intent for review and execution. Thank you for considering Wonderful Real Estate and the North Meadows Business Park.

Sincerely,

  
Jason Gremillion  
Senior Vice President

cc: Joe Vargas, President (WRE)  
John Guinn, EVP/COO (WRE)

**US Cold Storage  
Facility Update December 29, 2018**

After no response with two phone messages left, I decided to stop by US Cold Storage's offices in Bakersfield.

After discussing PINCO's operation and US Cold Storage's services with a sales manager, I left with the following takeaways:

- US Cold Storage specializes in medium/large volume "straight pallet" storage.
- US Cold Storage's fee schedule is structured to maximize savings for basic in/out activity.
- US Cold Storage works primarily with large retail and grocery companies and importers staging routes across the country.
- US Cold Storage does not provide staffing for tailored picking and staging services with PINCO's volume.
- US Cold Storage does not allow outside contractors into its facility, preventing PINCO, Food Source Transportation and Bakersfield City School District Staff from performing their staging tasks prior to routing/delivery.
- US Cold Storage does not handle dry storage.

Any one of these factors would create great cost/logistical challenges to PINCO's current operational model and in meeting the service expectations of Member Districts; combining these factors makes US Cold Storage a non-starter for PINCO.

**PINCO ADVISORY COMMITTEE MEETING  
PINCO SERVICE CENTER  
THURSDAY, JANUARY 31, 2019**

<b>MEMBER DISTRICT</b>	<b>REPRESENTATIVE</b>
ACTON-AQUA DULCE USD	
ALISAL USD	
AVUHSD	Christina Reynolds
ARVIN USD	Dee Alheim
BAKERSFIELD CITY SD	Dee Alheim
BEARDLSEY SD	Dee Alheim
BIG PINE USD	
BISHOP UESD	
DELANO ELEM SD	J. C. [unclear]
DELANO HS DISTRICT	
EARLIMART SD	
EASTSIDE USD	
EDISON SD	Barbara [unclear]
EL TEJON USD	
FAIRFAX SD	Richard A. Nancy F
GREENFIELD USD	
KEPPEL USD	
KERN COUNTY SUPT	
KERNVILLE USD	[unclear]
LAMONT SD	
LANCASTER SD	Belinda Ross
LONE PINE SD	
LOST HILLS SD	
MC FARLAND SD	
MOJAVE SD	
NORRIS SD	Karen [unclear]
PALMDALE SD	John [unclear]
PANAMA-BUENA VISTA SD	Christina Reynolds
RICHLAND SD	[unclear]
SOUTH FORK USD	Shauna [unclear]
STANDARD SD	Tracy Dougherty
TAFT CITY SD	[unclear]
TAFT UHSD	
TEHACHAPI USD	
VINELAND SD	
WESTSIDE USD	Mary [unclear]
WILLIAM S. HART UHSD	
WILSONA SD	