



**CITY OF SALINAS  
PUBLIC WORKS DEPARTMENT**

**Public Works Department**  
426 Work Street  
Salinas, CA 93901

**APPLICATION FOR CITY OF SALINAS  
50/50 SIDEWALK REPAIR PROGRAM**

**Phone: (831) 758-7233  
Fax: (831) 758-7940**

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**APPLICANT INFORMATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

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**PROPERTY OWNER INFORMATION**

Property Owner Name: \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Current Property Use: \_\_\_\_\_

(Check One): I am the  Property Owner  Legal Agent for property owner

Payment: I plan to pay the Contractor 50% of the repair and request the City to pay the other 50% up to \$2,500 directly to the Contractor.

\_\_\_\_\_  
Print Name Signature Date

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**OFFICE USE ONLY**

**PROGRAM CHECKLIST**

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

- \_\_\_\_\_ 1) Bids reviewed by City (Program Item #4)
- \_\_\_\_\_ 2) Copy of Contract provided to City before work begins (Program Item #5)
- \_\_\_\_\_ 3) City Rep met with Contractor to review work to be done (Program Item #7)
- \_\_\_\_\_ 4) Encroachment Permit obtained by Contractor (Program #7)
- \_\_\_\_\_ 5) Work inspected by City Inspector (Program Item#8)
- \_\_\_\_\_ 6) Submit Contractor's invoice and proof of payment by property owner to City for reimbursement (Program Item #9)

The 50/50 Sidewalk Repair Program will split a designated pool of funding between each of the six Council Districts. The funding will pay for half of a curb, gutter or sidewalk repair up to \$2500. Once the funds are depleted in each district, the program will be evaluated for effectiveness and staff will determine if more funding is to be requested. In the fourth quarter of the fiscal year, unused available funds will be gathered into a pool and distributed across the City on a first come-first served basis.

In order to qualify for the program match participants must take the following steps:

1. Complete 50/50 Sidewalk Repair Program Application.
2. Meet with a City Representative to determine the work to be covered by the program.
3. Obtain bids from three contractors of your choice who have a valid State of California Contractor's License ( A, B, C 8, C-12), Worker's Compensation Insurance, and a current City of Salinas Business License. A partial list of available contractors is on the Sidewalk Repair Handbook on the City website.
4. Review the bids with the City to select the lowest responsible bidder.
5. The owner enters into a contract with the chosen contractor and a copy of the contract or agreement is given to the City before any work begins.
6. The contractor and a City representative meet to review the work before it begins. The contractor then obtains an encroachment permit.
7. If a City tree has caused sidewalk damage, the City will determine if the tree needs to be removed and replaced at no cost to the property owner.
8. Work to be performed must be to the City of Salinas Standards and must be inspected and approved by the City inspector. Information regarding City Standard Plans is available on the City's website.
9. The property owner has one form of payment:

The property owner pays the contractor 50% of the repair cost and have the City pay the contractor the remaining 50% up to \$2,500 for the City's portion of the repair costs upon verification of payment by property owner.

Other considerations: If curb and gutter are to be replaced by the property owner, the City will replace the asphalt tie-in to the new curb at no cost to the property owner.