



# GARDENA CITY COUNCIL

## Regular Meeting Notice and Agenda

Council Chamber at City Hall

1700 West 162nd Street, Gardena, California

Website: [www.cityofgardena.org](http://www.cityofgardena.org)

**Tuesday, June 14, 2022**

**Open Session 7:30 p.m.**

**Closed Session 7:00 p.m.**

**TASHA CERDA**, *Mayor*

**RODNEY G. TANAKA**, *Mayor Pro Tem*

**PAULETTE C. FRANCIS**, *Council Member*

**ART KASKANIAN**, *Council Member*

**MARK E. HENDERSON**, *Council Member*

**MINA SEMENZA**, *City Clerk*

**J. INGRID TSUKIYAMA**, *City Treasurer*

**CLINT OSORIO**, *City Manager*

**CARMEN VASQUEZ**, *City Attorney*

**LISA KRANITZ**, *Assistant City Attorney*

In order to minimize the spread of the COVID 19 virus Governor Newsom has signed AB 361. Please be advised that the Council Chambers are closed to the public and that some, or all, of the Gardena City Council Members may attend this meeting telephonically.

If you would like to participate in this meeting, you can participate via the following options:

1. VIEW THE MEETING live on SPECTRUM CHANNEL 22 or ONLINE at [youtube.com/CityofGardena](https://youtube.com/CityofGardena)
2. PARTICIPATE BEFORE THE MEETING by emailing the Deputy City Clerk at [publiccomment@cityofgardena.org](mailto:publiccomment@cityofgardena.org) by 5:00p.m. on the day of the meeting and write "Public Comment" in the subject line.
3. PARTICIPATE DURING THE MEETING VIA ZOOM WEBINAR
  - <https://us02web.zoom.us/j/81371298336>  
Phone number: US: +1 669 900 9128, Meeting ID: 813 7129 8336  
Press \*9 to Raise your Hand and \*6 to unmute when prompted.
  - If you wish to speak live on a specific agenda item during the meeting you, may use the "Raise your Hand" feature during the item you wish to speak on. For Non-Agenda Items, you would be allowed to speak during Oral Communications, and during a Public Hearing you would be allowed to speak when the Mayor opens the Public Hearing. Members of the public wishing to address the City Council will be given three (3) minutes to speak.
4. The City of Gardena, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability, to please contact the City Clerk's Office by phone (310) 217-9565 or email [bromero@cityofgardena.org](mailto:bromero@cityofgardena.org) at least 24 business hours prior to the scheduled general meeting to ensure assistance is provided. Assistive listening devices are available.

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## STANDARDS OF BEHAVIOR THAT PROMOTE CIVILITY AT ALL PUBLIC MEETINGS

- Treat everyone **courteously**;
- Listen to others **respectfully**;
- Exercise **self-control**;
- Give **open-minded** consideration to all viewpoints;
- Focus on the issues and **avoid personalizing debate**; and
- **Embrace respectful disagreement** and dissent as democratic rights, inherent components of an inclusive public process, and tools for forging sound decisions.

**Thank you for your attendance and cooperation**

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### 1. **ROLL CALL**

### **PUBLIC COMMENT ON CLOSED SESSION**

The City Council will hear from the public only on the items that have been described on this agenda (GC §54954.3)

### 2. **CLOSED SESSION**

2.A Public Employee Performance Evaluation  
Government Code Section 54957  
Title: City Manager

### 3. **PLEDGE OF ALLEGIANCE**

Abisola Ogundimu and Damilola Ogundimu  
Chadwick School

### 4. **INVOCATION**

Presented by Mayor Pro Tem Rodney G. Tanaka

### 5. **PRESENTATIONS**

5.A Drought Update by Golden State Water (*to be given by Regina Cullado, Customer Service Manager*)

### 6. **PROCLAMATIONS**

6.A "JUNETEENTH Commemoration Day" - June 19, 2022: *To be proclaimed only*  
[Proclaim Only-Juneteenth 2022.pdf](#)

6.B "Pause for the Pledge of Allegiance" - June 14, 2022 through July 4, 2022: *To be proclaimed only*  
[Proclaim Only-Pledge of Allegiance-2022.pdf](#)

### 7. **APPOINTMENTS**

## 8. **CONSENT CALENDAR**

### **NOTICE TO THE PUBLIC- Roll Call Vote Required On The Consent Calendar**

All matters listed under the Consent Calendar will be enacted by one motion unless a Council Member requests Council discussion, in which case that item will be removed from the Consent Calendar and considered separately following this portion of the agenda.

- 8.A Waiver of Reading in Full of All Ordinances Listed on This Agenda and that they Be read by Title Only  
**CONTACT: CITY CLERK**
- 8.B Approve Minutes:  
Regular Meeting of the City Council, May 24, 2022  
**CONTACT: CITY CLERK**  
[05242022 REGULAR Minutes Gardena CC Meeting - FINAL.pdf](#)
- 8.C Approval of Warrants/Payroll Register, June 14, 2022  
**CONTACT: CITY TREASURER**  
[Warrant-Payroll Register 06-14-22.pdf](#)
- 8.D Monthly Investment Portfolio, April 2022  
**CONTACT: CITY TREASURER**  
[April 2022 Investment Report.pdf](#)
- 8.E Personnel Report P-2022-11 6-14-22  
**CONTACT: HUMAN RESOURCES**  
[PERS RPT P-2022-11 6-14-22.doc](#)  
[Attachment 1 - Public Works Inspector Job Specification.doc](#)  
[Attachment 2 - Classification and Compensation Schedule - June 14, 2022.pdf](#)
- 8.F RESOLUTION NO. 6583, Making the legally required findings to Re-Authorize the use of Teleconferencing in accordance with Assembly Bill 361 for meetings of the Gardena City Council and other Commissions, Committees and Boards subject to State open meeting laws.  
**CONTACT: CITY MANAGER**  
[RESO NO 6583.pdf](#)
- 8.G RESOLUTION NO. 6581, Amending the list of authorized games and authorizing the play of certain games in licensed card clubs  
**CONTACT: CITY MANAGER**  
[Hustler- GEAR-000637 \(GEGA-003841\) 1 Ultimate Texas Hold'em Progressive Jackpot APPROVAL GEAM-000530.pdf](#)  
[5-23-22 LTR UTH Progressive Jackpot Modification Approval \(Hustler Casino\).pdf](#)  
[Reso No. 6581- Authorized modified game.pdf](#)
- 8.H Approve the Revised Master Agreement Administering Agency-State Agreement for Federal Aid Projects with Caltrans and Authorize the Mayor to Execute the Agreement  
**CONTACT: PUBLIC WORKS**  
[Caltrans\\_MA\\_07-5276F15.pdf](#)

- 8.I [Approval of Final Tract Map No. 77159](#)

**CONTACT: PUBLIC WORKS**

[Tract Map 77159.pdf](#)

- 8.J [RESOLUTION NO. 6585 Authorizing the City Manager to Execute an Agreement for the Elderly Nutrition Program on Behalf of the City for Fiscal Year 2022-2023.](#)

**CONTACT: RECREATION AND HUMAN SERVICES**

[Resolution No. 6585](#)

- 8.K [RESOLUTION NO. 6586 Authorizing the City Manager to Execute an Agreement for the Supportive Services Program on Behalf of the City for Fiscal Year 2022-2023.](#)

**CONTACT: RECREATION AND HUMAN SERVICES**

[Resolution No. 6586](#)

- 8.L [Approve Contract with Remix Technologies, LLC. for Transit Planning Software for a Total of \\$103,900](#)

**CONTACT: TRANSPORTATION**

[Renewal Contract with Remix Technologies July 1 2022.pdf](#)

9. **EXCLUDED CONSENT CALENDAR**

10. **PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET**

- 10.A [June 7, 2022 MEETING](#) - *Meeting Cancelled*

**ORAL COMMUNICATIONS (LIMITED TO A 30-MINUTE PERIOD)**

*Oral Communications by the public will be heard for one-half hour at or before 8:30 p.m. or at the conclusion of the last agenda item commenced prior to 8:30 p.m. Oral Communications not concluded at that time shall be resumed at the end of the meeting after Council Reports. Speakers are to limit their remarks to three minutes, unless extended by the Mayor. An amber light will appear to alert the speaker when two minutes are complete, and a red light will appear when three minutes are over. Your cooperation is appreciated.*

11. **DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES**

- 11.A [Second Reading and Adoption of ORDINANCE NO. 1842](#), Authorizing an amendment to the contract between the Board of Administration of the California Public Employees' Retirement System ("CALPERS") and the City of Gardena

**Staff Recommendation: Adopt Ordinance No. 1842**

[Ordinance No. 1842.pdf](#)

12. **DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT**

13. **DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES**

- 13.A COVID-19 Update

14. **DEPARTMENTAL ITEMS - POLICE**



15. **DEPARTMENTAL ITEMS - PUBLIC WORKS**

- 15.A [Approve Four-Year Contract for Citywide Landscape Maintenance Service Contract to Mariposa Landscapes Inc. in the amount of \\$425,471.80.](#)

**Staff Recommendation: Approve Maintenance Services Contract**  
[Citywide Landscape Maintenance RFP- Specifications.pdf](#)

- 15.B [Approve Four-Year Contract for Citywide Tree Trimming Maintenance Service Contract to Mariposa Landscapes Inc. in the amount of \\$480,472.02](#)

**Staff Recommendation: Award Tree Trimming Maintenance Service Contract**  
[Citywide Tree Trimming RFP- Specifications.pdf](#)

- 15.C [Authorize the City Manager to execute a Funding Agreement Amendment with the Los Angeles County Metropolitan Transit Authority \(LACMTA\) in the amount of \\$2,523,000 and approve a Contract Change Order to the Professional Services Agreement with Cannon Corporation \(Corp.\) in the amount of \\$63,114 for the Artesia Boulevard Arterial Improvement Project JN 935](#)

**Staff Recommendation:**

- **Authorize the City Manager to execute a Funding Agreement (FA) Amendment**
- **Approve a Contract Change Order (CCO) for Professional Services with Cannon Corp.**

[Cannon Corp Change Order Proposal - Hardscape Medians 09-23-21.pdf](#)  
[Cannon Corp Change Order Proposal #2.pdf](#)  
[FA\\_Amendment\\_No.1\\_-\\_MR312.09.pdf](#)

- 15.D [PUBLIC HEARING: RESOLUTION NO. 6582, Approving a Franchise Fee, an AB 939/SB 1383 Fee, and Residential and Commercial Solid Waste Disposal and Recycling Rates Effective July 1, 2022](#)

**Staff Recommendation: Conduct Public Hearing; (Note: Each speaker's comments to be limited to three [3] Minutes); Adopt Resolution No. 6582**  
[Solid Waste Resolution No. 6582 with Exhibit 1.pdf](#)

16. **DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES**

17. **DEPARTMENTAL ITEMS - TRANSPORTATION**

- 17.A [Approve Change to Fare Policy to Raise Maximum Age of Free Fare to Under Six \(6\) Years of Age](#)

**Staff Recommendation: Approve Change to Fare Policy**

- 17.B [Approve Service Changes - Line 7X Stadium Express](#)

**Staff Recommendation: Approve Service Changes**  
[Staff Report GTrans Line 7X Service 6\\_14\\_2022.pdf](#)

17.C [Approve Contract with Pulsar Advertising, Inc. in the amount of \\$49,829](#)

**Staff Recommendation: Approve Contract**

[GTrans Line 7X Year 2 Proposal 5\\_27\\_22.pdf](#)

[Agreement with Pulsar Advertising\\_7X Year 2.pdf](#)

[Pulsar Year 1 Example 7X Stadium Express Campaign.pdf](#)

18. **COUNCIL ITEMS**

19. **COUNCIL DIRECTIVES**

20. **CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS**

21. **COUNCIL REMARKS**

1. COUNCIL MEMBER KASKANIAN
2. COUNCIL MEMBER HENDERSON
3. COUNCIL MEMBER FRANCIS
4. MAYOR CERDA
5. MAYOR PRO TEM TANAKA

22. **ANNOUNCEMENT(S)**

23. **REMEMBRANCES**

**Mr. Richard Kisung Chun**; business owner and Chairman of the South Bay Korean Soccer Club. Mr. Chun was also a long time Gardena resident for the past 20 years.

24. **ADJOURNMENT**

The Gardena City Council will adjourn to the Closed Session portion of the City Council Meeting at 7:00 p.m. followed by the Regular City Council Meeting at 7:30 p.m. on Tuesday, June 28, 2022.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted in the City Hall lobby not less than 72 hours prior to the meeting. A copy of said Agenda is available on our website at [www.CityofGardena.org](http://www.CityofGardena.org).

Dated this 10th day of June 2022

/s/ MINA SEMENZA  
MINA SEMENZA, City Clerk

## **“ JUNETEENTH COMMEMORATION DAY ”**

**~ JUNE 19, 2022 ~**

The annual Commemoration of JUNETEENTH honors the effective end of slavery in the United States and is also considered the longest-running African American Holiday. Celebrations of Juneteenth began in 1866 and continues to be celebrated throughout the United States.

On January 01, 1863, President Abraham Lincoln issued the Emancipation Proclamation declaring that all enslaved people currently engaged in the rebellion against the Union, “shall be then, thenceforward, and forever free,” paving the way to the adoption of the 13<sup>th</sup> Amendment.

Then, it was on June 19, 1865, that General Gordon Granger arrived in Galveston, Texas, and declared that “The people of Texas are informed that, in accordance with a proclamation from the Executive of the United States, all slaves are free.” Therefore, June 19<sup>th</sup> became known as “Juneteenth.” There were over 250,000 enslaved people in Texas during this time.

Emancipation did not happen overnight for everyone but, by December of that same year, slavery in America was formally abolished with the adoption of the 13<sup>th</sup> Amendment which declares: “Neither slavery nor involuntary servitude, except as a punishment for crime whereof the party shall have been duly convicted, shall exist within the United States, or any place subject to their jurisdiction.”

Therefore, I, TASHA CERDA, MAYOR OF THE CITY OF GARDENA, CALIFORNIA, do hereby proclaim June 19, 2022, as

# **JUNETEENTH**

## **COMMEMORATION DAY**

in the City of Gardena, and call upon all residents to recognize and celebrate the significance of this important historical event in our nation.

**“ PAUSE FOR THE PLEDGE OF ALLEGIANCE ”**  
**21 Days to Honor America**

**- JUNE 14, through JULY 4, 2022 -**

The American flag is a powerful and universal symbol of our national heritage and unity. The Pledge of Allegiance has become a way for all Americans to celebrate and re-affirm that heritage is a statement of our shared beliefs and aspirations.

The “Pause for the Pledge of Allegiance” is a call for Americans everywhere – regardless of age, race, religion, national origin, or geographic or political differences – to take time to recite the “Pledge of Allegiance to the Flag of the United States of America.”

On Tuesday, June 14, members of the community were invited to participate in a special Flag Day Celebration that began at 11 :00 a.m. in front of the Nakaoka Community Center. At that time, everyone joined with millions of citizens across our great nation and took time to reflect on our Country's freedoms as we celebrated "Pause for the Pledge of Allegiance."

And, to further demonstrate our community's solidarity and fellowship, I request, as is our City's annual custom, that Gardena's Walkway of Flags be flown every day from Flag Day (Tuesday, June 14) through Independence Day (Monday, July 4) to emphasize and celebrate “21 Days to Honor America.”



**MINUTES**  
**Regular Meeting Notice of the**  
**Gardena City Council**  
**Tuesday, May 24, 2022**

In order to minimize the spread of the COVID 19 virus, Governor Newsom has signed Assembly Bill 361. Please be advised that the Council Chambers are closed to the public and that some, or all, of the Gardena City Council Members, may attend this meeting telephonically.

The Regular Meeting Notice and Agenda of the Gardena City Council of the City of Gardena, California, was called to order at 7:33 PM on Tuesday, May 24, 2022, via Zoom, Mayor Tasha Cerda presiding.

**1. ROLL CALL**

Present: Mayor Tasha Cerda; Mayor Pro Tem Rodney G. Tanaka; Council Member Mark E. Henderson; Council Member Art Kaskanian; and Council Member Paulette C. Francis; Other City Officials and Employees present: City Manager Clint Osorio; City Attorney Carmen Vasquez; and City Clerk Mina Semenza.

**PUBLIC COMMENT ON CLOSED SESSION - None**

**2. CLOSED SESSION - None**

**3. PLEDGE OF ALLEGIANCE**

Bianca Novoa and Ariana Duncan led the Pledge of Allegiance. Both Bianca and Ariana attend Amestoy STEAM Academy. Bianca was chosen because she is responsible, respectful, and always strives to be her best. Ariana was chosen because she is a very happy, kind, and enthusiastic learner who strives for excellence in her performance.

**4. INVOCATION**

Presented by Mayor Pro Tem Rodney G. Tanaka

**5. PRESENTATIONS**

- 5.A Boards & Commissions Update - Senior Citizens Commission  
**- Chair, Peggy Evans provided update and presented a video to update everyone on the events and programs that have taken place since March 2020, along with upcoming events and classes.**

***Mayor Cerda thanked Ms. Evans for the informative video presentation.***

***Council Members Henderson, Francis and Kaskanian thanked and expressed their appreciation and commended Ms. Evans and the Senior Citizen Committee for all the events and for being so active and staying young.***

**Mayor Pro Tem Tanaka added that our City has always and always will take care of our seniors and we have more programs in the South Bay than anyone else. He shared that when his mother was alive, she took part in the seniors' programs and the Senior Citizen Committee should be very proud for all that they do. Ms. Evans confirmed that they are not going away and, she is trying to find another Senior Commissioner for the board, and she knows someone in her area who has shown interest.**

- 5.B Recognition of Hong Lee (City Employee) and her efforts to curb violence against Asian Pacific Americans – **Mayor Cerda read Hong Lee's bio.**

**Program Coordinator of Public Works, Hong Lee came into the meeting and thanked the Gardena City Council, City Manager and all the Directors, and her colleagues for the recognition.**

**Mayor Cerda stated that she is sorry that she had to experience the initial hate crime, but to see that she turned it into something positive and how she is helping so many people is remarkable and is thankful that she is part of the City of Gardena.**

*Due to technical issues Mayor Cerda was logged off the Zoom meeting.*

- 5.C Youth Engagement for Optimal Youth Development - Partnerships in Action  
- **Presentation was made by Director of Recreation and Human Services, Stephany Santin.**

**Mayor Cerda asked if there is a charge for the Teen Summer Camp. Director Santin confirm that the event will be free-of-charge, thanks to the sponsorship of the Gardena Police Foundation, Charitable Funds, and GTrans and everyone involved that contributed to the event.**

**Council Member Francis added that this is a great program and wants the program to be incorporated into the budget and wants the City to sustain the program because it is very important, especially for the young people.**

**Mayor Pro Tem Tanaka and Council Member Kaskanian commended, thanked and applauded Director Santin and staff for providing services to the youth during COVID and for all their hard work; Council Member Kaskanian thanked all the sponsors.**

**Council Member Henderson added now that this year is behind us after this first go around and as we get data and work it into our budget, we can have a discussion about institutionalizing these programs. He also thanked Director Santin for being proactive in leadership and mentioned he has also seen some resources available that we can institutionalize this for a 24-month period.**

Public Speaker: Wanda Love was glad to hear about the youth programs and asked what programs existed for the teens prior to COVID. She also expressed her concerns about the need for Teens/Youth Programs and to create a budget line item to keep and maintain the programs year around.

5. **PROCLAMATIONS** - *None*

7. **APPOINTMENTS** – *No Appointments were made*

8. **CONSENT CALENDAR**

- 8.A Waiver of Reading in Full of All Ordinances Listed on This Agenda and that they Be Read by Title Only

**CONTACT: CITY CLERK**

- 8.B Approve Minutes:

Regular Meeting of the City Council, May 10, 2022

Special Closed Session Meeting, May 19, 2022

**CONTACT: CITY CLERK**

- 8.C Receive and File of Minutes:

Planning & Environmental Quality Commission, March 15, 2022

**CONTACT: COMMUNITY DEVELOPMENT**

- 8.D Approval of Warrants/Payroll Register, May 24, 2022

**CONTACT: CITY TREASURER**

May 24, 2022: Wire Transfer: 12166-12167; Prepay: 167396-167398; Check Nos: 167399 -167561 – for a total Warrants issued in the amount of \$1,131,692.17 Total Payroll Issued for May 20, 2022: \$2,024,763.04.

- 8.E Monthly Portfolio, March 2022

**CONTACT: CITY TREASURER**

- 8.F Personnel Report P-10 5-24-22

**CONTACT: HUMAN RESOURCES**

- 8.G RESOLUTION NO. 6579, Making the legally required findings to Re-Authorize the use of Teleconferencing in accordance with Assembly Bill 361 for meetings of the Gardena City Council and other Commissions, Committees and Boards subject to State open meeting laws.

**CONTACT: CITY MANAGER**

RESOLUTION NO. 6579

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, MAKING THE LEGALLY REQUIRED FINDINGS TO RE-AUTHORIZE THE USE OF TELECONFERENCING IN ACCORDANCE WITH ASSEMBLY BILL 361 FOR MEETINGS OF THE GARDENA CITY COUNCIL AND OTHER COMMISSIONS, COMMITTEES AND BOARDS SUBJECT TO STATE OPEN MEETING LAWS



- 8.H Second Reading and Adoption of Ordinance No.1840: Adopting Chapter 18.74 to Title 18, Zoning, of the Gardena Municipal Code Relating to Reasonable Accommodations Policy and Procedures and Directing Staff to File a Notice of Exemption from California Environmental Quality Act Pursuant to the Common Sense Exemption  
**CONTACT: COMMUNITY DEVELOPMENT**

ORDINANCE NO. 1840

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADDING CHAPTER 18.74 TO TITLE 18, ZONING, OF THE GARDENA MUNICIPAL CODE RELATING TO REASONABLE ACCOMMODATIONS POLICY AND PROCEDURES

- 8.I Second Reading and Adoption of Ordinance No. 1841, Adopting a Military Equipment Use Policy of the City of Gardena, California Governing the Use of Military Equipment pursuant to Assembly Bill 481  
**CONTACT: POLICE DEPARTMENT**

ORDINANCE NO. 1841

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADOPTING A MILITARY EQUIPMENT USE POLICY OF THE CITY OF GARDENA, CALIFORNIA GOVERNING THE USE OF MILITARY EQUIPMENT PURSUANT TO ASSEMBLY BILL 481

- 8.J Approve the GTrans Zero-Emission Fleet Transition Plan  
**CONTACT: TRANSPORTATION**

**It was moved by Council Member Francis, seconded by Mayor Cerda, and carried by the following roll call vote to Approve all Items on the Consent Calendar with the exception of Items 8.D and 8.I:**

**Ayes: Council Member Francis, Mayor Cerda, Mayor Pro Tem Tanaka, and Council Members Henderson and Kaskanian**

**Noes: None**

**Absent: None**

**9. EXCLUDED CONSENT CALENDAR**

- 8.D CITY TREASURER - Approval of Warrants/Payroll Register, May 24, 2022  
**- *This Item was pulled by Council Member Francis***

Council Member Francis asked for clarification about a payment that was made to the Lucky Lady Casino for over \$30,000. City Manager Osorio explained the Economic Assistance agreement terms and gave examples for the current month. He also confirmed that it is not COVID 19 Economic Assistance. City Attorney Vasquez made Council Member Francis aware that she will be forwarding the agreement to her.

- 8.I POLICE DEPARTMENT - Second Reading and Adoption of Ordinance No. 1841 Adopting a Military Equipment Use Policy of the City of Gardena, California Governing the Use of Military Equipment pursuant to Assembly Bill 481  
**- *This Item was pulled by Council Member Francis***

Council Member Francis asked about the timeline for the annual report that is stated on the policy. City Attorney Vasquez explained the process and requirements of the item, once adopted including any new purchases. She also explained the meaning of uncodified ordinance. Police Chief Saffell added that all their policies are posted on their website and will stay there for transparency.

**It was moved by Council Member Francis, seconded by Council Member Henderson, and carried by the following roll call vote to Approve Item 8.D and 8.I:**

**Ayes:** Council Members Francis and Henderson, Mayor Pro Tem Tanaka, Council Member Kaskanian, and Mayor Cerda

**Noes:** None

**Absent:** None

## **10. PLANNING & ENVIRONMENTAL QUALITY COMMISSION ACTION SHEET**

### **10.A MAY 17, 2022 MEETING**

**Site Plan Review #10-21 and Vesting Tentative Map No. 82437 (VMT #3-21)** The Planning Commission considered a request for approval of a site plan review, a vesting tentative map, and a density bonus request, concession and development waivers in accordance with State Density Bonus Law, to develop 22 attached condominium townhomes, including two low-income affordable units, on a 0.72-acre lot in the General Commercial and Mixed-Use Overlay zones that qualified for a categorical exemption to the California Environmental Quality Act as an Infill Development project.

**Commission Action:** The Planning Commission approved Resolution No. PC 8-22, by vote of 4-1-0, approving the project and directing staff to file a Notice of Exemption.

**City Council Action:** Receive and file or Call for Review (By way of two votes from the City Council)

*Council Member Francis called for review – no second.*

*Council Member Henderson recused himself from the item.*

**Received and Filed**

## **ORAL COMMUNICATIONS**

1. City Clerk Mina Semenza, noted for the record the emails received by the members of the public and that they have been forwarded to the City Council.
2. Wanda Love expressed her concerns regarding the required votes to pull an item from the Consent Calendar and questioned if the process is legal and is it a violation of the Brown Act.

Mayor Cerda asked City Attorney Vasquez to clarify and explain the following: the need for a second; the Brown Act, and how can the public obtain more information on the Planning Commission Item in question.

City Attorney Vasquez informed everyone that approximately a year ago, the Council voted to adopt in a publicized meeting that two votes are required for an item to be called for review, she also provided information on what other cities are doing in this matter. She was unable to determine what the question specifically was regarding the Brown Act; no comment was made. Also, informed everyone that a Public Hearing was held for the entire item, and it was publicized and came before the Planning Commission, and several members of the public participated on this item. Lastly, she stated that the Planning Commission Meeting is published in accordance, same procedure as if it was a Council Meeting.

Mayor Cerda clarified that only on a Planning Commission Action – two Council Members are required for an Item to be called for review. As it relates to the Consent Calendar just one person can call for review.

## **11. DEPARTMENTAL ITEMS - ADMINISTRATIVE SERVICES**

### **11.A RESOLUTION NO. 6580, Amending the Amended Budget for Fiscal Year 2021-2022**

#### **RESOLUTION NO. 6580**

#### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AMENDING THE AMENDED BUDGET FOR SAID CITY FOR THE FISCAL YEAR 2021-2022**

City Manager Osorio shared his presentation.

Council Member Henderson commented on the UUT and asked if there would be a reduction in receipts if our residents changed to solar; City Manager Osorio replied as you can see we have already adjusted the UUT and there is no change in the budget or actual; if something were to change we may have to amend mid-year; Council Member Henderson asked if we did have a mid-year amendment, would we just amend the line item or everything; City Manager Osorio replied we would change everything that would need to be approved.

Council Member Francis asked if the money we received from the American Rescue Plan goes into our General Fund; what about the COVID Relief Fund for businesses, is that separate? City Manager Osorio replied yes it went into our General Fund; the COVID Relief Fund is a little different, it's the CARES funding, but to date, we still have a balance of \$300,000 available to businesses that qualify under HUD guidelines. Council Member Francis then asked that we need this amendment because our revenues increased with American Rescue Plan? City Manager Osorio replied we are bringing this item to Council for approval because we had a significant change in revenue, if we did not do this now, it would have been a finding made by our auditors.

**It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Adopt Resolution No. 6580**

**Ayes: Mayor Pro Tem Tanaka, Council Members Henderson, Kaskanian and Francis, and Mayor Cerda**

**Noes: None**

**Absent: None**

**11.B Presentation of the City of Gardena's Proposed Two-Year Budget for Fiscal Years 2022-2023 and 2023-2024**

City Manager Osorio shared his presentation.

Council Member Francis commented about receiving one-half of the \$15M from the American Rescue Plan, and we claim a \$11M loss, and that leaves a \$4M balance, but I couldn't find it where does it go; City Manager Osorio replied that it's built into the budget; the remainder goes back into the General Fund, it's to augment city services; Council Member Francis then commented on the \$1.4M from Congresswoman Maxine Waters; City Manager Osorio replied that the \$1.4M is for the CIP Program; Director of Administrative Services Ray Beeman came into the meeting and commented that the \$1.4M is kept in a separate fund so that account can be maintained and keep track of; City Manager Osorio then explained that we don't benefit from the West Basin money, we will benefit from the project cause it's in Gardena; Council Member Francis then asked about the Rosecrans Community Center is the new name for the Chase building. City Manager Osorio explained that we do not want to keep calling it the Chase building. She then asked about the amendment; City Manager Osorio replied that the amendment was for last year's expenditures; he stated this is an entirely new budget; we are doing a line-item budget. The balance sheet carries over which is your assets and liabilities.

Council Member Henderson asked if we could clarify or improve the language when it comes to Pension Obligation Bonds so the public has a clear understanding that these are bonds that went to the market, versus sending out to our voters; City Manager Osorio replied that our Pension Obligation Bond is not a General Obligation Bond, we are not incurring any debt, we refinanced it into a lower interest rate to save money.

Public Speaker: Wanda Love came into the meeting and voiced her concerns about the budget; she asked if some money could be put toward a youth program.

Council Member Henderson commented on getting the income statement and cash flow statement easily available for our residents to view. City Manager Osorio then replied that we have a Financial Dashboard on our website that is updated monthly and we are also having a Community Budget Forum on June 1, 2022 where the public can come and ask questions.

Council Member Francis then asked if our seniors get a discount on the UUT Tax and is it shown in the proposed revenue? Director Beeman said that is built-in and this is what we think we will get as far as rebates. She asked if our market takes a downturn are we going to be okay? Is our budget recession-proof? City Manager Osorio replied we sold our bonds in the open market, good news is that we sold everything; no budget is recession-proof, that's why we have a 45% reserve; you saw that we were

at 30% before COVID and we went all the way down to 15%; that's why we have rainy day fund. Council Member Francis asked if 45% is a little high?: Director Beeman added that we work with HdL who projects our sales tax, it's pretty conservative for the potential changes in the market conditions; we count on them to do statistic studies.

Council Member Francis commented and asked if we could add some additional funding for our youth program or an extra program for our seniors? She then asked about the vacant budgeted positions. City Manager Osorio replied we have some vacant budget positions that were eliminated. She then asked if the proposed budget is set in stone? City Manager Osorio replied we would pull from the General Fund Reserve; you as a body set the policy, you will have to approve it as a whole, it still can be amended; it is not set in stone. Council Member Francis asked if anything came up from the Budget Forum if it could be included,

Mayor Cerda commented about the general fund being used for programs like we mentioned instead of the reserve fund. Council Member Kaskanian commented on the youth program and asked how we would go about budgeting it every year. City Manager Osorio explained that it would come out of our revenue stream.

Council Member Henderson asked if we could use the funding that's being used right now and see what our numbers look like in a few months and amend our budget mid-year and make any adjustments so we can see what it looks like so we can institutionalize the program. Mayor Pro Tem commented and agreed with Council Member Henderson; we can always amend the budget later.

Council Member Francis stated she was not thinking of putting ourselves into a deficit, I was just seeing where there was extra money; she then commented going back to the Capital Improvement Project are there specific amounts that are being allocated to each project? City Manager Osorio replied these are the projects that we have listed so far based on the funding we have. Rowley Park would have to be looked at and funded at a different time. Director Beeman commented on what was available for Rowley, Thornburg, Bell, and Mas Fukai parks. It is budgeted for the future. City Manager Osorio stated that if the roof is leaking, we would cover it over the deferred maintenance fund, under catastrophic repairs. Council Member Francis then commented with all the developments going up, we want to make our parks nice for families. Director Beeman then stated that the various park improvement line item could be used for Rowley Park. He then stated that we have a Master Park Plan and we have Measure A to see where we need it most.

Council Member Francis asked if the \$353,000 can only be used for commercial rental assistance, is that correct? City Manager Osorio replied yes, it's under the HUD guidelines. She also asked for confirmation that \$166,000 was the payout so far with the Residential Emergency Rental Assistance Program. City Manager Osorio confirmed that was correct.

**Received and Filed**

11.C Single Audit Report Required for Federally Funded Programs for Fiscal Year Ended June 30, 2021

City Manager Osorio shared his presentation.

Council Member Henderson, asked why do we elect not to take the 10%, since it is an administrative cost? Director Beeman answered the question by stating that our grants cannot afford it and some are senior grants, other types of grants, so if we charge that 10%, they would not be able to provide the services; so we elect not to take that 10% and give it back to the program so that services can be provided.

**Received and Filed**

**12. DEPARTMENTAL ITEMS - COMMUNITY DEVELOPMENT**

12.A RESOLUTION NO. 6578, Authorizing the Community Development Department to Enforce the Requirements of AB 1276- Single-Use Foodware Accessories and Standard Condiments

RESOLUTION NO. 6578

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING THE COMMUNITY DEVELOPMENT DEPARTMENT TO ENFORCE THE REQUIREMENTS OF AB 1276- SINGLE USE FOODWARE ACCESSORIES AND STANDARD CONDIMENTS

City Manager Osorio presented the Staff Report.

Mayor Cerda asked what type of food accessories will no longer be allowed. City Attorney Vasquez confirmed that they are individualized packets like salt and pepper will no longer be given unless the consumer requests them ahead of time, the restaurant cannot automatically give them out.

Council Member Francis commented if this applies to sit-down and fast food, restaurants, and asked if there is a deadline for us to approve this? She also asked if this fall under Code Enforcement? Attorney Vasquez replied that is correct. We must have a designee by June 1, 2022 of who is going to enforce this, it will no longer be the Public Health Department. Yes, it will be under Code Enforcement.

Public Speaker: Wanda Love came on and voiced her opinion.

**It was moved by Council Member Francis, seconded by Council Member Kaskanian, and carried by the following roll call vote to Adopt Resolution No. 6578:**

**Ayes: Council Members Francis and Kaskanian, Mayor Pro Tem Tanaka, Council Member Henderson, and Mayor Cerda**

**Noes: None**

**Absent: None**

- 12.B Approve additional \$350,000 in funding to pay BPR Consulting Group, Inc to Continue Providing Contracted Plan Check, Permitting, and Inspection Services.

City Manager Osorio presented the Staff Report.

Council Member Kaskanian commented on the following: 1) it seems like this cost has doubled; 2) does this mean we are doing good, 3) if we are going to hire employees and 4) how much money have we collected? City Manager Osorio replied we don't have the expertise that BPR currently has; if you hire someone permanent, we would have the added benefits, such as healthcare, pension, etc. This time we are just trying to clear out the backlog; for the \$350,000 you're paying, we are collecting \$466,000; so we are in the positive.

Council Member Francis commented that she recalls receiving complaints from our constituents that they are still taking too long; she then said she thought part of the money was going to be for training our staff; she also asked how the long contract was for? She then asked if we are going to continue to pay \$600,000 a year? How do you know the consultants are doing a good job? Is there a plan to evaluate?

Director of Community Development Greg Tsujiuchi came into the meeting and explained that when I started here the Building Official was contracted for several years so nothing has changed there; we could go out to recruit employees, but as of now there is a lot of development and it would be a hard time to recruit with that level of experience; he continued to say that he doesn't think it's feasible right now; as far as inspection services the city is down 1 inspector, we have to resort to contracted services; he indicated that he did request an additional inspection in the proposed budget. At the moment, Gardena is booming, we have a lot of projects going on and we will need two full time and 1 part time inspectors; the other position that we budgeted for is a permit technician so we could replace the contracted permit technician. Director Tsujiuchi stated that our plan for the next fiscal year is to bring in those positions that were discussed; he also indicated that we did have a customer service survey that our consultant is bringing back that we are about to implement.

**It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Approve Additional Amount Requested:**

**Ayes: Mayor Pro Tem Tanaka, Council Members Henderson, Kaskanian and Francis, and Mayor Cerda**

**Noes: None**

**Absent: None**

### **13. DEPARTMENTAL ITEMS - ELECTED & CITY MANAGER'S OFFICES**

#### **13.A COVID-19 Update**

City Manager Osorio presented the update.

### **14. DEPARTMENTAL ITEMS – POLICE – No Items**



## 15. **DEPARTMENTAL ITEMS - PUBLIC WORKS**

- 15.A Award Professional Services Contract for the National Pollutant Discharge Elimination System (NPDES) Program Management Services for Fiscal Year 2022-2023, 2023-2024 and 2024-2025 in the amount of \$689,193 to CWE Corporation.

City Manager Osorio presented the Staff Report.

Council Member Francis commented and asked if we already contract with CWE? Is this an extended contract? Is this for storm water? How do we know they are doing a good job?

City Manager Osorio replied yes, this contract is for the next two years. They are able to provide the services, our staff evaluates them; Public Works does the evaluation, they are doing a good job.

**It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Approve Professional Services Contract:**

**Ayes: Mayor Pro Tem Tanaka, Council Members Henderson, Kaskanian and Francis, and Mayor Cerda**

**Noes: None**

**Absent: None**

- 15.B **PUBLIC HEARING: RESOLUTION NO. 6556**, Confirming the Diagram and Assessment contained in the Engineer's Report dated April 26, 2022 for the Gardena Artesia Boulevard Landscape Assessment District and ordering the levy of assessments on the same for Fiscal Year 2022-2023.

### **RESOLUTION NO. 6556**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT CONTAINED IN THE ENGINEER'S REPORT DATED APRIL 26, 2022, FOR THE GARDENA ARTESIA BOULEVARD LANDSCAPING ASSESSMENT DISTRICT AND ORDERING THE LEVY OF ASSESSMENTS ON THE SAME FOR FISCAL YEAR 2022-2023.

City Manager Osorio presented the Staff Report.

Mayor Cerda opened the Public Hearing at 10:39 p.m. and asked if there were any comments from the public.

No Public Speakers.

Being there was no further comment, Mayor Cerda closed the Public Hearing at 10:40 p.m.

**It was moved by Council Member Henderson, seconded by Council Member Kaskanian, and carried by the following roll call vote to Conduct Public Hearing and Adopt Resolution No. 6556:**

**Ayes: Council Members Henderson and Kaskanian, Mayor Pro Tem Tanaka, Council Member Francis, and Mayor Cerda**

**Noes: None**

**Absent: None**

- 15.C PUBLIC HEARING: RESOLUTION NO. 6557, Confirming the Diagram and Assessment contained in the Engineer's Report dated April 26, 2022, for the Gardena Consolidated Street Lighting Assessment District and ordering the levy of assessments on the same for Fiscal Year 2022-2023.

RESOLUTION NO. 6557

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT CONTAINED IN THE ENGINEER'S REPORT DATED APRIL 26, 2022, FOR THE GARDENA CONSOLIDATED STREET LIGHTING ASSESSMENT DISTRICT AND ORDERING THE LEVY OF ASSESSMENTS ON THE SAME FOR FISCAL YEAR 2022-2023

City Manager Osorio presented the Staff Report.

Mayor Cerda opened the Public Hearing at 10:42 p.m. and asked if there were any comments from the public.

Council Member Francis asked how much the increase was and will it be put on property taxes. City Manager Osorio made her aware that he did not have the details of the calculation, but typically is about 3% per parcel.

No Public Speaker.

Being there was no further comment, Mayor Cerda closed the Public Hearing at 10:43 p.m.

**It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Conduct Public Hearing and Adopt Resolution No. 6557:**

**Ayes: Mayor Pro Tem Tanaka, Council Members Henderson, Kaskanian and Francis, and Mayor Cerda**

**Noes: None**

**Absent: None**

- 15.D RESOLUTION NO. 6577, Adopting a list of projects for Fiscal Year 2022-2023 funded by SB1: The Road Repair and Accountability Act of 2017.

RESOLUTION NO. 6577

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
GARDENA, CALIFORNIA, ADOPTING A LIST OF PROJECTS FOR  
FISCAL YEAR 2022-2023 FUNDED BY SB 1: THE ROAD REPAIR  
AND ACCOUNTABILITY ACT of 2017

City Manager Osorio presented the Staff Report.

Council Member Francis wanted to confirm if the list would include 135<sup>th</sup> Street; Crenshaw down to Vermont; 139<sup>th</sup> down to El Segundo and Rosecrans. Also wanted to know if it's possible to add to the list or is it a final list. Director of Public Works Allan Rigg came into the meeting and explained the details and funding of the project. He also confirmed that the streets mentioned by Council Member Francis will not be funded.

**It was moved by Mayor Pro Tem Tanaka, seconded by Council Member Henderson, and carried by the following roll call vote to Adopt Resolution No. 6577:**

**Ayes: Mayor Pro Tem Tanaka, Council Members Henderson, Kaskanian and Francis, and Mayor Cerda**

**Noes: None**

**Absent: None**

- 15.E Award Construction Contract for the Gardena Community Aquatic and Senior Center Project - Demolition Phase, JN 978 to Interior Demolition, Inc. in the amount of \$160,930 and approve the Project Plans & Specifications.

City Manager Osorio presented the Staff Report.

Mayor Cerda asked what happens if the contractor determines that he requires additional money because he estimated the interior demolition incorrectly; are we going to come back and say we need more money or do we move on to the next bidder, or do they forfeit? Director of Public Works Allan Rigg stated that they had the same thoughts and confirm that they have done their due diligence and have a very tight package and that it would be very difficult for the contractor to have any type of claims that there were unforeseen conditions or that we did not describe the scope of work adequately. Secondly, based on the concerns that the bid number was low, Principal Engineer, Kevin Kwak reached out to the contractor and asked if any mistakes were made, contractor confirm that they are ready, willing, and able to do the work.

**It was moved by Council Member Henderson, seconded by Council Member Kaskanian, and carried by the following roll call vote to Award Construction Contract and Approve the Project Plans and Specifications:**

**Ayes: Council Members Henderson and Kaskanian, Mayor Pro Tem Tanaka, Council Member Francis, and Mayor Cerda**

**Noes: None**

**Absent: None**

**16. DEPARTMENTAL ITEMS - RECREATION & HUMAN SERVICES – *No Items***

**17. DEPARTMENTAL ITEMS – TRANSPORTATION – *No Items***

**18. COUNCIL ITEMS - *None***

**19. COUNCIL DIRECTIVES**

Council Member Francis

1. Gardena Beautification Committee – Can we find out if the city can engage with West Basin water consultant to see how we could improve our park and city scape and become drought tolerant; Council Member Henderson asked if we could have conversation about capturing the stormwater. Council Member Henderson seconded it.
2. Wanted to follow-up regarding The Wall that Heals; did we send out a letter to invite them back; City Manager Osorio replied that he does not yet have a response to her directive.

**20. CITY MANAGER REMARKS RE: DIRECTIVES / COUNCIL ITEMS**

City Manager Osorio gave a verbal report of information to follow-up on matters that had been directed or requested by the Mayor and Members of Council. Those items were, as follows:

1. Pending Memo – The Wall that Heals is forthcoming.
2. Pending Memo – The cost for the one-page survey for all the addresses in the city. Rough estimate cost in the amount of \$25,000.
3. Memo regarding the Community Development Department monthly report update.
4. Video presentation highlighting the Recreation and Human Services Department current and future events:
  - Fun In The Sun Senior Day, Thursday, May 12, 2022 at the City Hall Complex Lawn from 10:00 a.m. – 12:00 p.m.
  - Gourmet Chef Fest & Show and Shine Car Exhibit at Rowley Park on Saturday, May 14, 2022.
  - Save the Date! Healthy Pet Clinic, Sunday, May 15, 2022, 10:00 a.m.-1:00 p.m. at the Nakaoka Community Center.
  - Free Youth Baseball & Softball Skills Clinics. Clinic registration begins Friday, May 6, 2022, at 8:00 a.m., [www.cityofgardena.org/events](http://www.cityofgardena.org/events).
  - "Gardena On The Go" Trip to the LA County Fair, Thursday, May 19, 2022.
  - Kids to Park Day – Join Us Saturday, May 21, 2022; 10:00 a.m. – 3:00 p.m. at Arthur Lee Johnson Park.

Upcoming Events

- Gardena Youth in Government Day, Thursday, May 26, 2022; 9:00 a.m. to 3:00 p.m., at Gardena City Hall Complex.
- Candlelight Dinner & A Show, Friday, May 27, 2022; 5:00 p.m. – 7:00 p.m. at City Hall Complex Lawn. Pre-Register required, call the Senior Bureau Office at (310)217-9552 or register online at [www.cityofgardena.org/events](http://www.cityofgardena.org/events).
- Youth Baseball & Softball – Registration period Saturday, May 21, 2022 – Saturday, June 4, 2022; [www.cityofgardena.org/events](http://www.cityofgardena.org/events).
- 2022 Budget Forum - Come and Join us at City Hall on Wednesday, June 1, 2022, from 6:00 p.m. to 8:00 p.m.

- City of Gardena is hosting a Summer UCLA Blood Drive on Thursday, June 2, 2022; 9:00 a.m. – 2 p.m. at Ruch Gym.
- Bring It On The BLVD Downtown Street Fair, Saturday, June 4, 2022, 11:00 a.m. - 4:00 p.m. Join Us between Berendo Avenue to Vermont Avenue - Gardena Blvd.
- Gardena Sandlot! – Come out for a “World Series” Day full of fun. Enjoy a Ball Park Lunch, Music, and Stay to Play! Saturday, June 11, 2022; 11:00 a.m. – 2:00 p.m., at Freeman Park 2100 W. 154<sup>th</sup> Pl., Gardena.
- Teen Summer Camp 2022 – For Teens 12-17 on June 13 to August 12; Monday – Friday 8:00 a.m. – 5:00 p.m. at the Nakaoka Community Center. Registration begins Wednesday, June 1, 2022, [www.cityofgardena.org/events](http://www.cityofgardena.org/events).
- The Annual Flag Day Celebration – City Hall Lawn on Tuesday, June 14, 2022, at 11:00 a.m.
- Juneteenth – Acknowledge/Educate/Celebrate, Saturday, June 18, 2022, 2:00 p.m. – 6:00 p.m., City Hall Complex.
- City of Gardena’s Dodger Day, Friday, July 8, 2022. Game start time 7:10 p.m. Come enjoy a night of baseball followed by a firework show.

## 21. **COUNCIL REMARKS**

- 1) **COUNCIL MEMBER HENDERSON** - Since the last meeting Council Member Henderson attended the Gardena car show, supply chain forum at the Port of Los Angeles and the Port of Long Beach, he was a panelist at a forum regarding inflation, and attended an event at Los Angeles League of Conservation Voters. Lastly, asked to pray for the families in Buffalo, New York, Laguna Woods California, and Uvalde, Texas.
- 2) **COUNCIL MEMBER FRANCIS** - Since the last meeting Council Member Francis attended the Candidate’s Forum and shared another Candidate Forum will be taken place on Thursday, May 26 at Rowley Park at 6pm. Also attended Gourmet Festival and Car show at Rowley Park. Council Member Francis mentioned the end of May concludes Asian American Pacific Island month. Shared it’s important that everyone speaks out about hate crimes and the importance on teaching children that hate is wrong. To report a hate crime, visit [www.lavshate.org](http://www.lavshate.org) and fill out the online registration. Council Member Francis mentioned at the end of May is Memorial Day and it’s a day to honor the Unites Military. She encouraged everyone to participate in a Memorial Day event. Lastly, encouraged everyone to stay safe and better days are coming.
- 3) **MAYOR PRO TEM TANAKA** - Since the last meeting Mayor Pro Tem Tanaka attended the car show and complimented Director Santin and staff for doing a great job. Mayor Pro Tem Tanaka also attended the COG’s Committee Meeting, he had lunch with Assemblyman Muratsuchi regarding a bill on homeless, attended Closed Session meeting, met with Senator Ben Allen regarding his support of a SB housing trust. Mayor Pro Tem stated Ben Allen is pushing very hard for it and is trying to find funding. Also attended Parks & Rec National Kids Day at Johnson Park, attended memorial for Ms. Kim of Gardena Cinema, and Coffee with a Cop. Congratulated Ms. Lee as an Asian American he applauds her for what she’s doing. Lastly, Memorial Day is coming up and asked everyone to remember all those that sacrificed their life.

- 4) MAYOR CERDA - Since the last meeting Mayor Cerda attended the Public Works week event and complimented the department on its customer service. Mayor Cerda also attended the Finance Committee meeting, League of Women Voters Candidate Forum, drive by birthday for Mr. Dixon who turned 80 years old, and thanked Gardena PD and Fire for coming out. Attended the monthly CCGA meeting, sanitation meeting, the Medal of Valor luncheon; thanked all the first responders for all that they do. Also, shared she attended City view groundbreaking project at El Segundo and Crenshaw, Kids Day at Arthur Johnson, thanked the Parks and Rec staff for all their hard work. Lastly, attended the Funeral services for Nancy Kim of the Gardena Cinema.
- 5) COUNCIL MEMBER KASKANIAN - Since the last meeting Council Member Kaskanian attended Fun under the Sun with the Seniors, Public Works week event and was able to drive a forklift. Council Member Kaskanian also attended the car show, there was a lot of cars, and he was one of the judges. On Saturday he also attended Ms. Kim's funeral with his colleagues, afterwards he attended the National Kid's Day. Complimented Stephany, Nikki and staff for doing a great job. Attended the Medal of Valor and congratulated all the recipients. Lastly, attended the Finance Committee meeting and thanked City Manager Osorio and Director Beeman.

## 22. ANNOUNCEMENT(S)

Mayor Cerda announced:

1. Save the Date - Gardena 12th Annual Food, Wine & Brew; Saturday, September 24, 2022, 12:00 p.m. to 7:00 p.m. at the Gardena City Hall Complex.
2. Summer Day Camp at Freeman and Johnson Park, June 13 to August 12. For more information you can contact Parks and Recreation at (310)217-9537, please visit our social media pages and City of Gardena website.
3. Candidate Forum – Sponsored by the Gardena Holly Park Homeowners Association for Gardena Mayor and City Council Members, and Gardena City Treasurer Candidates, on Thursday, May 26, 2022, at 6:00 p.m. at Rowley Park Auditorium 13220 Van Ness Ave, Gardena.

## 23. REMEMBRANCES

Mrs. Esther Barbick, 102 years of age and a long-time Gardena Resident. Mrs. Barbick passed away on May 9, 2022. She was recently honored on her 102nd birthday by the Mayor, Police and Fire Departments with a drive-by celebration. Mrs. Barbick is survived by her two daughters, Annie Roddy, member of COPCAP, and Elinor Barbick; Kathy Marie Adams, 71 years of age and beloved mother of Kim Nolan, Administrative Analyst II, who works in our Public Works Department; In Memory of the 18 students and 1 teacher, that passed away, including the shooter; The 10 people, that were killed in the mass shooting in Buffalo, New York on May 14<sup>th</sup>; Dr. John Cheng, was the lone person killed in the mass shooting that occurred on May 15<sup>th</sup> in Laguna Woods.

## 24. **ADJOURNMENT**

At 11:28 p.m., Mayor Cerda adjourned the Gardena City Council Meeting to the Closed Session portion of the City Council Meeting at 7:00 p.m., and the Regular City Council Meeting at 7:30 p.m. on Tuesday, June 14, 2022.

MINA SEMENZA

City Clerk of the City of Gardena and  
Ex-officio Clerk of the Council

APPROVED:

\_\_\_\_\_  
Tasha Cerda, Mayor

By: \_\_\_\_\_  
Becky Romero, Deputy City Clerk



MEMORANDUM

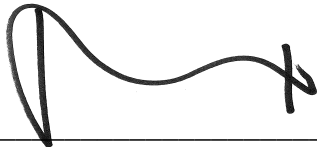
TO: Honorable Mayor and City Council  
FROM: City Treasurer's Office  
DATE: June 9, 2022  
SUBJECT: WARRANT REGISTER  
PAYROLL REGISTER

June 14, 2022 TOTAL WARRANTS ISSUED: \$3,523,065.89

Wire Transfer: 12168-12182  
Prepay: 167562-167566  
Check Numbers: 167567-167774  
Checks Voided:

Total Pages of Register: 27

June 3, 2022 TOTAL PAYROLL ISSUED: \$1,543,385.34



for J. Ingrid Tsukiyama, City Treasurer

cc: City Clerk

vchlist  
06/09/2022 4:20:27PM

Voucher List  
CITY OF GARDENA

Page: 1

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12168	5/16/2022	104058 ADMINSURE INC.	051322		WORKERS' COMP CLAIMS	38,604.48
Total :						38,604.48
12169	5/16/2022	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	U4727		HEALTH INSURANCE CLAIMS~	33,426.99
Total :						33,426.99
12170	5/17/2022	111374 LINCOLN NATIONAL LIFE, INSURANCE COMP/	MAY 2022		LIFE INSURANCE GRP PLANS	2,089.05
Total :						2,089.05
12171	5/19/2022	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	FEBRUARY 2022		HEALTH, DENTAL & LIFE INSURANCE	116,094.18
Total :						116,094.18
12172	5/19/2022	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	MARCH 2022		HEALTH, DENTAL & LIFE INSURANCE	116,102.31
Total :						116,102.31
12173	5/19/2022	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	APRIL 2022		HEALTH, DENTAL & LIFE INSURANCE	116,532.35
Total :						116,532.35
12174	5/19/2022	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	MAY 2022		HEALTH, DENTAL & LIFE INSURANCE	115,789.28
Total :						115,789.28
12175	5/23/2022	104058 ADMINSURE INC.	051922		WORKERS' COMP CLAIMS	34,728.54
Total :						34,728.54
12176	5/23/2022	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	U4728		HEALTH INSURANCE CLAIMS	64,525.62
Total :						64,525.62
12177	5/31/2022	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	U4729		HEALTH INSURANCE CLAIMS	25,655.98
Total :						25,655.98
12178	5/31/2022	104058 ADMINSURE INC.	052622		WORKERS' COMP CLAIMS	28,346.00
Total :						28,346.00
12179	6/1/2022	402609 BANK OF NEW YORK, THE	051122		SBRPCA REVENUE BONDS 2007 SERIE	33,286.59
Total :						33,286.59
12180	6/1/2022	419630 U.S. BANK	1995007		2006 COPS REFINANCING PROJECT SI	810,519.46

Page: 1

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12180	6/1/2022	419630 419630 U.S. BANK	(Continued)		<b>Total :</b>	<b>810,519.46</b>
12181	6/6/2022	111894 HEALTHNOW ADMINISTRATIVE, SERVICES	U4730		HEALTH INSURANCE CLAIMS~	75,662.01
					<b>Total :</b>	<b>75,662.01</b>
12182	6/6/2022	104058 ADMINISURE INC.	060222		WORKERS' COMP CLAIMS	32,642.63
					<b>Total :</b>	<b>32,642.63</b>
167562	5/23/2022	619003 SOUTHERN CALIFORNIA EDISON	050222		LIGHT & POWER	74,366.50
					<b>Total :</b>	<b>74,366.50</b>
167563	5/23/2022	619005 GAS COMPANY, THE	050422		GAS	7,389.77
					<b>Total :</b>	<b>7,389.77</b>
167564	5/23/2022	619004 GOLDEN STATE WATER CO.	050522		WATER	10,074.78
					<b>Total :</b>	<b>10,074.78</b>
167565	5/25/2022	106459 ENTERPRISE FM TRUST	22J93G		VEHICLE PURCHASE - 2017 CHEVY EX	2,500.66
					<b>Total :</b>	<b>2,500.66</b>
167566	6/6/2022	109342 WHITMAN ELECTRIC	022222	024-00831	EMERGENCY ELECTRICAL REPAIR	11,366.03
					<b>Total :</b>	<b>11,366.03</b>
167567	6/14/2022	106086 ABC COMPANIES	3330956		GTRANS AUTO PARTS	126.24
					<b>Total :</b>	<b>126.24</b>
167568	6/14/2022	101748 AFTERMARKET PARTS COMPANY LLC, THE	82669056	037-10048	GTRANS AUTO PARTS	3,175.07
			82685662	037-10048	GTRANS AUTO PARTS	1,034.73
			82691133	037-10048	GTRANS AUTO PARTS	272.47
			82691763	037-10048	GTRANS AUTO PARTS	90.09
			82691764	037-10048	GTRANS AUTO PARTS	50.94
			82693931	037-10048	GTRANS AUTO PARTS	972.97
			82700401	037-10048	GTRANS AUTO PARTS	1,037.33
			82710695	037-10048	GTRANS AUTO PARTS	337.25
					<b>Total :</b>	<b>6,970.85</b>
167569	6/14/2022	112075 ARB, INC.	PERMIT #17224		PERMIT DEPOSIT REFUND - 1925 ROS	5,000.00

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167569	6/14/2022	112075 112075 ARB, INC.	(Continued)		<b>Total :</b>	<b>5,000.00</b>
167570	6/14/2022	101459 ASBURY ENVIRONMENTAL SERVICES	I500-00817222		USED OIL SERVICE CHARGE	95.00
			I500-00825166		HAZARDOUS WASTE DISPOSAL SERVI	394.02
			I500-00825227		HAZARDOUS WASTE DISPOSAL SERVI	740.07
			I500-00826153		HAZARDOUS WASTE DISPOSAL SERVI	55.00
					<b>Total :</b>	<b>1,284.09</b>
167571	6/14/2022	106965 ASSAABLOY ENTRANCE, SYSTEMS US INC.	SEI/1460423	024-00827	EMERGENCY DOOR REPAIR (CITY HAL	4,052.47
					<b>Total :</b>	<b>4,052.47</b>
167572	6/14/2022	104687 AT&T	18199024		TELEPHONE	394.69
			18199025		TELEPHONE	418.46
			18199335		TELEPHONE	16,117.19
			18202144		TELEPHONE	556.74
			18229685		TELEPHONE	33.97
			18229686		TELEPHONE	86.89
			18229700		TELEPHONE	33.97
			18229708		TELEPHONE	33.97
			18229709		TELEPHONE	89.15
					<b>Total :</b>	<b>17,765.03</b>
167573	6/14/2022	111170 AT&T FIRSTNET	287290395417X031022		PD CELL PHONE ACCT #287290395417	398.09
			287290395417X041022		PD CELL PHONE ACCT #287290395417	397.81
			287290395417X051022		PD CELL PHONE ACCT #287290395417	397.81
			287293416290x021022		PD CELL PHONE ACCT #287293416290	1,728.98
			287293420631X051022		PD CELL PHONE ACCT #287293420631	144.99
			287293420631X5102022		PD CELL PHONE ACCT #287293420631	144.99
			287295242065X5102022		PD CELL PHONE ACCT #287295242065	231.11
			287298156560X5102022		COVID-19 FIRSTNET COMMUNICATION	1,721.07
					<b>Total :</b>	<b>5,164.85</b>
167574	6/14/2022	100474 AT&T LONG DISTANCE	051222		TELEPHONE	64.81
					<b>Total :</b>	<b>64.81</b>
167575	6/14/2022	100964 AT&T MOBILITY	287275680401X060122		PD CELL PHONE ACCT #287275680401	140.07
			828667974X05162022		CM CELL PHONE ACCT #828667974	86.46
			8355778878X060122		PD CELL PHONE ACCT #835577878	617.43

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167575	6/14/2022	100964 100964 AT&T MOBILITY	(Continued)		<b>Total :</b>	<b>843.96</b>
167576	6/14/2022	101327 AUTHORITY FOR CALIFORNIA, CITIES EXCES 2021-16			RETROSPECTIVE PREMIUM PAYMENT	221,825.66
					<b>Total :</b>	<b>221,825.66</b>
167577	6/14/2022	102880 AUTOPLEX, INC.	13850		2017 FORD INTRCPTR #1368929 SERVI	277.00
			13854		2021 FORD INTRCPTR #1627539 OIL &	87.09
			13855		2019 FORD INTRCPTR #1554880 OIL &	82.19
			13876		2021 FORD INTRCPTR #1615788 BATTE	285.52
					<b>Total :</b>	<b>731.80</b>
167578	6/14/2022	110686 AZTECH ELEVATOR COMPANY	AZ17208	037-10040	ELEVATOR MAINTENANCE - GTRANS A	285.00
			AZ17209	037-10040	ELEVATOR MAINTENANCE - GTRANS M	83.33
			AZ17247	037-10040	ELEVATOR MAINTENANCE - GTRANS A	285.00
			AZ17248	037-10040	ELEVATOR MAINTENANCE - GTRANS M	83.33
					<b>Total :</b>	<b>736.66</b>
167579	6/14/2022	112088 BACA, SYLVIA	CIT #166131619		REFUND - FTB INTERCEPTED IN ERRC	296.00
					<b>Total :</b>	<b>296.00</b>
167580	6/14/2022	112107 BAKER, JEFFREY SCOTT	366130708		REFUND - CITATION OVERPAYMENT	28.00
					<b>Total :</b>	<b>28.00</b>
167581	6/14/2022	102400 BAYSIDE MEDICAL CENTER	00139802		BLOOD DRAW	190.80
					<b>Total :</b>	<b>190.80</b>
167582	6/14/2022	102035 BD WHITE TOP SOIL CO., INC.	86875		PARK MAINT SUPPLIES	190.18
					<b>Total :</b>	<b>190.18</b>
167583	6/14/2022	112122 BECK, JULIE	366125078		REFUND - CITATION OVERPAYMENT	70.00
					<b>Total :</b>	<b>70.00</b>
167584	6/14/2022	103641 BECNEL UNIFORMS	46230		BUS UNIFORM SUPPLIES	388.73
			46231		BUS UNIFORM SUPPLIES	345.97
					<b>Total :</b>	<b>734.70</b>
167585	6/14/2022	102840 BERLITZ LANGUAGES, INC	001-274-22-01404		BILINGUAL TESTING	110.00

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167585	6/14/2022	102840 102840 BERLITZ LANGUAGES, INC	(Continued)		<b>Total :</b>	<b>110.00</b>
167586	6/14/2022	102155 BEST CONTRACTING SERVICES, INC	JN 501 & 502	024-00758	CITY HALL & NCC ROOF REHABILITATI	61,437.40
			JN 501/502	024-00758	CITY HALL & NCC ROOF REHABILITATI	90,221.12
					<b>Total :</b>	<b>151,658.52</b>
167587	6/14/2022	102331 BLUE DIAMOND MATERIALS	2670089		STREET MAINT SUPPLIES	247.20
					<b>Total :</b>	<b>247.20</b>
167588	6/14/2022	112116 BRINSON JR, JERRY LEE	355124583		REFUND - CITATION OVERPAYMENT	47.00
					<b>Total :</b>	<b>47.00</b>
167589	6/14/2022	105991 BURRO CANYON ENT., INC.	2678		RANGE FEES 4/20-4/21/22	90.00
					<b>Total :</b>	<b>90.00</b>
167590	6/14/2022	110448 CALIFORNIA CHAMBER OF COMMERCE	SI470160		CALCHAMBER MEMBERSHIP RENEWA	1,699.00
					<b>Total :</b>	<b>1,699.00</b>
167591	6/14/2022	103383 CALPORTLAND	95450732		STREET MAINT SUPPLIES	542.66
			9545731		STREET MAINT SUPPLIES	898.63
					<b>Total :</b>	<b>1,441.29</b>
167592	6/14/2022	110313 CALTIP	94-2021-JUN	037-10031	INSURANCE CLAIMS DEDUCTIBLE - JU	4,224.47
			94-2021-MAY	037-10031	INSURANCE CLAIMS DEDUCTIBLE - M/	6,826.95
			94-2022-APR	037-10031	INSURANCE CLAIMS DEDUCTIBLE - AP	1,642.05
					<b>Total :</b>	<b>12,693.47</b>
167593	6/14/2022	110538 CANNON COMPANY	80445	024-00788	STORM DRAIN CATCH BASIN SCREEN	3,579.50
			80472	024-00808	VERMONT ST IMPROVEMENT (ROSECI	5,894.95
			80473	024-00807	VERMONT AVE IMPROVEMENTS (ARTE	6,730.55
					<b>Total :</b>	<b>16,205.00</b>
167594	6/14/2022	112073 CAROLLO ENGINEERS, INC	FB23428	024-00828	PROFESSIONAL SERVICES - SEWER M	50,350.00
					<b>Total :</b>	<b>50,350.00</b>
167595	6/14/2022	803420 CARPENTER, ROTHANS & DUMONT, LAW OFF	40937		LEGAL SERVICES	36.00
			40938		LEGAL SERVICES	3,066.64
			40939		LEGAL SERVICES	126.00

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167595	6/14/2022	803420 CARPENTER, ROTHANS & DUMONT, LAW OFF	(Continued)			
			40940		LEGAL SERVICES	198.00
			40941		LEGAL SERVICES	906.35
			40942		LEGAL SERVICES	18.00
			40944		LEGAL SERVICES	54.00
			40945		LEGAL SERVICES	544.16
					<b>Total :</b>	<b>4,949.15</b>
167596	6/14/2022	303331 CDTFA	APRIL 2022		UNDERGROUND STORAGE TANK MAIN	117.00
			MAY 2022		UNDERGROUND STORAGE TANK MAIN	97.00
					<b>Total :</b>	<b>214.00</b>
167597	6/14/2022	110605 CHANDLER ASSET MANAGEMENT	2205GARDENA	013-00029	INVESTMENT MGMT SERVICES - MAY 2	2,462.92
					<b>Total :</b>	<b>2,462.92</b>
167598	6/14/2022	108378 CHARLES E. THOMAS COMPANY INC.	85207	037-10045	SERVICE CALL - HEALY PUMP REPAIR	2,348.16
			85545	037-10045	FY22 SCAQMD VAPOR REVERIFICATIO	929.00
			86967	037-10045	DESIGNATED OPERATOR SERVICES	200.00
			87695	037-10045	DESIGNATED OPERATOR SERVICES	7,900.37
			87726	037-10045	HEALY QUARTERLY INSPECTION	158.00
					<b>Total :</b>	<b>11,535.53</b>
167599	6/14/2022	112138 CHAUHAN, MINESH	05/16-05/18		ITS CALIFORNIA ANNUAL CONFERENC	100.00
			05/16-05/19		ITS CONFERENCE - UBER, HOTEL FEE	646.75
					<b>Total :</b>	<b>746.75</b>
167600	6/14/2022	110146 CHUCK THOMAS INVESTIGATIONS	03/14-04/11/22	035-01151	PROFESSONAL SERVICES	5,830.04
					<b>Total :</b>	<b>5,830.04</b>
167601	6/14/2022	110950 CITIZENS BUSINESS BANK	JN 952-003		VAN NESS AVE & 139TH ST IMPROVEM	45,895.75
					<b>Total :</b>	<b>45,895.75</b>
167602	6/14/2022	111416 COLANTUONO, HIGHSMITH &, WHATLEY, PC	51751		LEGAL SERVICES	279.34
					<b>Total :</b>	<b>279.34</b>
167603	6/14/2022	110122 COMMANDSTAT ANALYTICS, INC	205		DATABASE MGMT & REPORTING PREP	1,800.00
					<b>Total :</b>	<b>1,800.00</b>



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167604	6/14/2022	103465 COMMUNITY VETERINARY HOSPITAL	465954		VETERINARY SERVICES - MAXO	749.25
					<b>Total :</b>	<b>749.25</b>
167605	6/14/2022	112110 COOPER, JIMMY J.	388129911		REFUND - CITATION OVERPAYMENT	3.00
					<b>Total :</b>	<b>3.00</b>
167606	6/14/2022	102388 COPYLAND, INC.	78942	037-10047	GTRANS- 5.5 X 8.5 FORMS~	955.40
			79038	037-10047	GTRANS- 5.5 X 8.5 EMPLOYEE RESPOI	317.32
			79179	037-10047	GTRANS- FULL COLOR ONE SIDED YAI	1,018.23
					<b>Total :</b>	<b>2,290.95</b>
167607	6/14/2022	104543 COUNTY OF LOS ANGELES	IN1104819		PUBLIC HEALTH FEE - PRIMM MEMORI	274.00
					<b>Total :</b>	<b>274.00</b>
167608	6/14/2022	103512 CRENSHAW LUMBER CO.	47698		STREET MAINT SUPPLIES	266.50
					<b>Total :</b>	<b>266.50</b>
167609	6/14/2022	103353 CRM COMPANY, LLC.	LA20234		SCRAP TIRE DISPOSAL FEE	124.50
			LA20335		SCRAP TIRE DISPOSAL FEE	69.50
					<b>Total :</b>	<b>194.00</b>
167610	6/14/2022	112091 CRUZ, RICARDO MERCADO	333125230		REFUND - CITATION OVERPAYMENT	65.00
					<b>Total :</b>	<b>65.00</b>
167611	6/14/2022	111377 DE NOVO PLANNING GROUP	3407	032-00092	PROFESSIONAL SERVICES - UHAUL RI	13,024.79
					<b>Total :</b>	<b>13,024.79</b>
167612	6/14/2022	111609 DEARK E&C, INC.	PROJECT NO. JN968	024-00791	ROWLEY PARK RESTROOM REHAB PR	63,668.57
					<b>Total :</b>	<b>63,668.57</b>
167613	6/14/2022	112115 DENNIS, LISA R.	311127939		REFUND - CITATION OVERPAYMENT	75.00
					<b>Total :</b>	<b>75.00</b>
167614	6/14/2022	312558 DEPARTMENT OF ANIMAL CARE, & CONTROL APRIL 2022			MONTHLY HOUSING SERVICES - APRIL	487.02
					<b>Total :</b>	<b>487.02</b>
167615	6/14/2022	303459 DEPARTMENT OF JUSTICE	576987		FINGERPRINT APPS - APRIL 2022	2,566.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167615	6/14/2022	303459 303459 DEPARTMENT OF JUSTICE	(Continued)		<b>Total :</b>	<b>2,566.00</b>
167616	6/14/2022	101412 DEPARTMENT OF MOTOR VEHICLES	060822		DIUPPLICATE TITLE FEE	23.00
					<b>Total :</b>	<b>23.00</b>
167617	6/14/2022	312117 DEPARTMENT OF WATER & POWER	052322		LIGHT & POWER	92.83
			053122		LIGHT & POWER	74.48
					<b>Total :</b>	<b>167.31</b>
167618	6/14/2022	112109 DIAZ, LUIS	411125163		REFUND - CITATION OVERPAYMENT	20.00
					<b>Total :</b>	<b>20.00</b>
167619	6/14/2022	104343 DISCOUNT SCHOOL SUPPLY	W81669990102	331-00057	FCC PROGRAM SUPPLIES	54.75
			W82407180101	331-00057	FCC PROGRAM SUPPLIES	50.81
			W82407180102	331-00057	FCC PROGRAM SUPPLIES	241.39
			W83375300101	331-00057	FCC PROGRAM SUPPLIES	145.50
			W83375300102	331-00057	FCC PROGRAM SUPPLIES	87.12
			W83375720101	331-00057	FCC PROGRAM SUPPLIES	1,046.32
					<b>Total :</b>	<b>1,625.89</b>
167620	6/14/2022	110849 DMS CONSULTANTS CIVIL, ENGINEERS, INC	GA-004-3	024-00800	CONSULTANT SERVICES - LOCAL STRI	13,500.00
					<b>Total :</b>	<b>13,500.00</b>
167621	6/14/2022	104500 DOOLEY ENTERPRISES, INC	62616	035-01141	PD AMMUNITION SUPPLIES	2,165.78
					<b>Total :</b>	<b>2,165.78</b>
167622	6/14/2022	111973 DUDEK	202203196	032-00101	PROFESSIONAL SERVICES - INSITE - 1	705.00
					<b>Total :</b>	<b>705.00</b>
167623	6/14/2022	109416 E S SPORTS	11393		CUSTOM GRAPHICS FOR UNIT P09	245.53
			11394		CUSTOM GRAPHICS FOR UNIT P20	184.23
			11444		CUSTOM GRAPHICS FOR UNIT METRC	1,184.73
			11464		CUSTOM GRAPHICS FOR UNIT P02	134.89
			11465		CUSTOM GRAPHICS FOR UNIT GHMET	212.07
			11466		CUSTOM GRAPHICS FOR UNIT P20	346.29
			11467		CUSTOM GRAPHICS FOR UNIT P19	121.66
			11485		CUSTOM GRAPHICS FOR UNIT P11	296.68

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167623	6/14/2022	109416 109416 E S SPORTS	(Continued)		<b>Total :</b>	<b>2,726.08</b>
167624	6/14/2022	112053 EAN HOLDING LLC	CIT #411124882		REFUND - CITATION OVERPAYMENT	23.00
					<b>Total :</b>	<b>23.00</b>
167625	6/14/2022	110534 EL DORADO NATIONAL	90736219		GTRANS BUS VEHICLE SUPPLIES	110.39
			90736965		GTRANS BUS VEHICLE SUPPLIES	40.95
			90737471		GTRANS BUS VEHICLE SUPPLIES	674.14
					<b>Total :</b>	<b>825.48</b>
167626	6/14/2022	105418 EMPIRE CLEANING SUPPLY	S4963153		CUSTODIAL/COVID-19 SUPPLIES	833.76
			S5026950.002	034-00496	CUSTODIAL SUPPLIES	351.56
					<b>Total :</b>	<b>1,185.32</b>
167627	6/14/2022	112124 ENERGY EFFICIEN EXTERIORS, EFFICIENT C	388126677		REFUND - CITATION OVERPAYMENT	70.00
					<b>Total :</b>	<b>70.00</b>
167628	6/14/2022	106459 ENTERPRISE FM TRUST	FBN4478056	023-01347	ENTERPRISE LEASE - JUNE 2022 - PD	8,421.37
			FBN4486284	023-01347	ENTERPRISE LEASE - JUNE 2022	4,449.34
					<b>Total :</b>	<b>12,870.71</b>
167629	6/14/2022	112102 ESPARZACASTRO, CRISTIAN	144133544		REFUND - CITATION OVERPAYMENT	80.57
					<b>Total :</b>	<b>80.57</b>
167630	6/14/2022	103864 EVERYCHILD CALIFORNIA	23792		MEMBERSHIP RENEWAL - CITY OF GAI	1,050.00
					<b>Total :</b>	<b>1,050.00</b>
167631	6/14/2022	105650 EWING IRRIGATION PRODUCTS	16748294		PARK MAINT SUPPLIES	130.94
			16749379		PARK MAINT SUPPLIES	282.67
			16749528		PARK MAINT SUPPLIES	151.16
					<b>Total :</b>	<b>564.77</b>
167632	6/14/2022	100055 FAIR HOUSING FOUNDATION	APRIL 2022		CDBG CONSULTANT	1,668.78
					<b>Total :</b>	<b>1,668.78</b>
167633	6/14/2022	112094 FALLON, BARBEE	366124653		REFUND - CITATION OVERPAYMENT	70.00
					<b>Total :</b>	<b>70.00</b>

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167634	6/14/2022	106129 FEDEX	7-755-02904 7-769-91224		SHIPPING SERVICES SHIPPING SERVICES	402.37 38.72
					<b>Total :</b>	<b>441.09</b>
167635	6/14/2022	100447 FIVE-STAR UPHOLSTERY & AUTO, GLASS	20220426 20220502		REUPHOLSTER SEAT PULL STRAP REUPHOLSTER CARPET	175.00 30.00
					<b>Total :</b>	<b>205.00</b>
167636	6/14/2022	106334 FLORENCE FILTER CORPORATION	0121054	024-00829	HVAC FILTERS	3,753.66
					<b>Total :</b>	<b>3,753.66</b>
167637	6/14/2022	112086 FREEMAN III, EDWARD A.	052722		REFUND - CITATION OVERPAYMENT	6.00
					<b>Total :</b>	<b>6.00</b>
167638	6/14/2022	112077 FRYMER CONSTRUCTION	PERMIT #16759 PERMIT #17052		PERMIT DEPOSIT REFUND - 16819 S. PERMIT DEPOSIT REFUND - 16819 NOI	1,000.00 1,000.00
					<b>Total :</b>	<b>2,000.00</b>
167639	6/14/2022	112103 GARCIA, NICOLAS	222126115/0391/6995		REFUND - CITATION OVERPAYMENT	360.00
					<b>Total :</b>	<b>360.00</b>
167640	6/14/2022	107008 GARDENA A/C & RADIATOR	52001		2012 FORD F350 #1384711 A/C EVACUA	997.73
					<b>Total :</b>	<b>997.73</b>
167641	6/14/2022	107011 GARDENA VALLEY NEWS, INC.	00118188 00118226 00118320 00118321 00118541 00118542		NOTICE OF INTENT TO ADOPT A MITIG. NOTICE PF PUBLIC HEARING- SUMMARY OF ORDINANCE NO. 1841 SUMMARY OF ORDINANCE NO. 1840 SUMMARY OF ORDINANCE NO. 1842 NOMINEES FOR PUBLIC OFFICE -	336.00 182.00 101.50 119.00 105.00 350.00
					<b>Total :</b>	<b>1,193.50</b>
167642	6/14/2022	619005 GAS COMPANY, THE	060322		GAS	6,851.87
					<b>Total :</b>	<b>6,851.87</b>
167643	6/14/2022	111964 GCAP SERVICES, INC.	2	037-10116	CNG PROJECT LABOR COMPLIANCE A	202.50
					<b>Total :</b>	<b>202.50</b>

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167644	6/14/2022	111798 GOBBLE, SCOTT	050122	024-00752	CONSULTING SERVICES - COMMUNITY	750.00
			050222	024-00752	CONSULTING SERVICES - DECORATIVE	1,387.50
					<b>Total :</b>	<b>2,137.50</b>
167645	6/14/2022	619004 GOLDEN STATE WATER CO.	052422		WATER	20,751.04
					<b>Total :</b>	<b>20,751.04</b>
167646	6/14/2022	112084 GOMEZ, OSCAR	052722		REFUND - FTB INTERCEPTED IN ERRC	358.00
					<b>Total :</b>	<b>358.00</b>
167647	6/14/2022	107513 GRAINGER	9020560711		BUS FACILITY SUPPLIES	-499.43
			9064048888		BUS FACILITY SUPPLIES	24.00
			9125772930		BUS FACILITY SUPPLIES	-120.68
			9146016457		STREET MAINT SUPPLIES	357.47
			9174994260		STREET MAINT SUPPLIES	-38.83
			9197747257		BUS FACILITY SUPPLIES	-454.00
			9211602553		BUS FACILITY SUPPLIES	-95.39
			9275036102		BUS FACILITY SUPPLIES	182.78
			9278465753		BUS FACILITY SUPPLIES	-214.15
			9278633160		BUS FACILITY SUPPLIES	214.15
			9292208106		BUS FACILITY SUPPLIES	16.94
			9300199339		BUS FACILITY SUPPLIES	74.56
			9301818085		BUS FACILITY SUPPLIES	162.96
			9307914193		BUS FACILITY SUPPLIES	55.44
			9309501865		BUS FACILITY SUPPLIES	55.44
			9310032037	037-10122	ICE MAKER MACHINE	5,916.59
			9315057191		BUS FACILITY SUPPLIES	29.49
			9326201192		BUS FACILITY SUPPLIES	109.74
			9332255679		BUS FACILITY SUPPLIES	-109.74
					<b>Total :</b>	<b>5,667.34</b>
167648	6/14/2022	112095 GUTIERREZ, JOAQUIN ORTEGA	322125025		REFUND - CITATION OVERPAYMENT	70.00
					<b>Total :</b>	<b>70.00</b>
167649	6/14/2022	111484 HANNA, BROPHY, MACLEAN,, MCALEER & JEN	2065010		PROFESSIONAL SERVICES	80.00
					<b>Total :</b>	<b>80.00</b>

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167650	6/14/2022	108246 HARRIS & ASSOCIATES	52231	032-00104	CEQA DOCUMENTATION - HITCO - 1600	435.00
			52708	032-00104	CEQA DOCUMENTATION - HITCO - 1600	1,350.00
					<b>Total :</b>	<b>1,785.00</b>
167651	6/14/2022	112092 HERNANDEZ, MIGUEL A. PASTOR	311125968		REFUND - CITATION OVERPAYMENT	4.00
					<b>Total :</b>	<b>4.00</b>
167652	6/14/2022	112076 HERNANDEZ, ROSA	010		INTERN SERVICES - 05/02-05/12/22	1,344.00
			11		INTERN SERVICES - 05/16-05/26/22	1,365.00
					<b>Total :</b>	<b>2,709.00</b>
167653	6/14/2022	107092 HERTZ EQUIPMENT RENTAL CORP	05272022		REFUND - CITATION OVERPAYMENT	99.00
					<b>Total :</b>	<b>99.00</b>
167654	6/14/2022	107092 HERTZ EQUIPMENT RENTAL CORP	052722		REFUND - CITATION OVERPAYMENT	18.00
					<b>Total :</b>	<b>18.00</b>
167655	6/14/2022	108434 HOME DEPOT CREDIT SERVICES	0033565		GTRANS MAINT SUPPLIES	460.33
			1032485		GTRANS MAINT SUPPLIES	173.47
			1322220		PARK MAINT SUPPLIES	55.08
			2032407		GTRANS MAINT SUPPLIES	157.53
			3023559		GTRANS MAINT SUPPLIES	514.11
			3050992		GTRANS MAINT SUPPLIES	521.37
			3050995		GTRANS MAINT SUPPLIES	521.37
			4033149		PARK MAINT SUPPLIES	279.35
			4033152		GTRANS MAINT SUPPLIES	379.27
			4033174		GTRANS MAINT SUPPLIES	179.59
			4343062		GTRANS MAINT SUPPLIES	241.03
			5011505		GTRANS MAINT SUPPLIES	38.85
			6020976		BLDG MAINT SUPPLIES	27.62
			6055454		BLDG MAINT SUPPLIES	40.68
			6362200		STREET MAINT SUPPLIES	32.94
			7322107		PARK MAINT SUPPLIES	19.45
			9024917		GTRANS MAINT SUPPLIES	316.05
			9200502		GTRANS MAINT SUPPLIES	156.22
			9900855		PARK MAINT SUPPLIES	150.00
			9909777		GTRANS MAINT SUPPLIES	568.89

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167655	6/14/2022	108434 108434 HOME DEPOT CREDIT SERVICES	(Continued)		Total :	4,833.20
167656	6/14/2022	100275 HONEYWELL	5259280703	024-00759	HVAC MAINT CONTRACT - APRIL-JUNE	26,558.56
					Total :	26,558.56
167657	6/14/2022	105513 INDUSTRIAL CLEANING SYSTEMS, INC.	39713		PD PROGRAM SUPPLIES	529.96
					Total :	529.96
167658	6/14/2022	100084 INTIME	11431	035-01152	INTIME ISELINK SERVICES RENEWAL -	12,340.00
					Total :	12,340.00
167659	6/14/2022	111715 ISLAND BREEZE APARTMENTS	RA-MBIAM		COVID-19 RENTAL ASSISTANCE PROGI	4,320.00
					Total :	4,320.00
167660	6/14/2022	110733 J & S PROPERTY MANAGEMENT AND, MAINTI 6486			LANDSCAPE MAINTENANCE SERVICES	1,295.00
					Total :	1,295.00
167661	6/14/2022	100436 J.J. KELLER & ASSOCIATES, INC	9106699096		WORKPLACE SAFETY BSC EMPLOYEE	134.88
					Total :	134.88
167662	6/14/2022	111750 JL GROUP LLC	22039APC.1	035-01102	INVESTIGATION SERVICES	12,730.00
					Total :	12,730.00
167663	6/14/2022	110853 JONES & MAYER	108411		ATTORNEY SERVICES	63.90
			109476		ATTORNEY SERVICES	129.88
			109477		ATTORNEY SERVICES	14,850.63
			109478		ATTORNEY SERVICES	809.40
			109479		ATTORNEY SERVICES	233.78
			109480		ATTORNEY SERVICES	383.40
			109481		ATTORNEY SERVICES	259.75
			109482		ATTORNEY SERVICES	2,753.36
			109483		ATTORNEY SERVICES	51.95
			109484		ATTORNEY SERVICES	1,469.70
			109485		ATTORNEY SERVICES	1,194.86
			109486		ATTORNEY SERVICES	727.31
			109487		ATTORNEY SERVICES	1,533.60
			109488		ATTORNEY SERVICES	2,087.40
			109489		ATTORNEY SERVICES	12,788.41

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167663	6/14/2022	110853 JONES & MAYER	(Continued)			
			109490		ATTORNEY SERVICES	415.61
			109491		ATTORNEY SERVICES	809.40
			109492		ATTORNEY SERVICES	337.68
			109706	020-00034	ATTORNEY SERVICES	10,182.20
					<b>Total :</b>	<b>51,082.22</b>
167664	6/14/2022	112078 JONES, GLORIA	39011699		REFUND - GARDENA ON THE GO TRIP	25.00
					<b>Total :</b>	<b>25.00</b>
167665	6/14/2022	112101 JONES, KAHLAN	355124558		REFUND - CITATION OVERPAYMENT	75.00
					<b>Total :</b>	<b>75.00</b>
167666	6/14/2022	101080 KEVIN EHRHART MD CONSULTING, C/O LOCL 2362			CONSULTING SERVICES	2,000.00
					<b>Total :</b>	<b>2,000.00</b>
167667	6/14/2022	112126 KHORAMI, JAJEED G.	322125156		REFUND - CITATION DISMISSED	70.00
					<b>Total :</b>	<b>70.00</b>
167668	6/14/2022	110385 KIMLEY-HORN AND ASSOCIATES, INC	194091009-0422	032-00097	DEVELOPMENT SERVICES - WESTERN	6,869.82
			21294875	032-00099	DEVELOPMENT SERVICES - 2545 MAR	1,270.89
			21315184	032-00102	DEVELOPMENT SERVICES - NORMAN	4,178.77
					<b>Total :</b>	<b>12,319.48</b>
167669	6/14/2022	111260 KJOS, BARBARA JEAN	MAY 2022		GARDENA FAMILY CHILD CARE PROG	1,334.00
					<b>Total :</b>	<b>1,334.00</b>
167670	6/14/2022	112111 KNOX, ROBERT D.	388129989		REFUND - CITATION OVERPAYMENT	3.00
					<b>Total :</b>	<b>3.00</b>
167671	6/14/2022	110848 KREUZER CONSULTING GROUP	22-068	024-00826	DESIGN SERVICES - BUDLONG AVE ST	7,755.00
					<b>Total :</b>	<b>7,755.00</b>
167672	6/14/2022	312030 L.A. COUNTY ASSESSOR	22ASRE173		MAPS/POSTAGE	55.09
					<b>Total :</b>	<b>55.09</b>
167673	6/14/2022	112014 LAKESHORE LEARNING MATERIALS	100428051722	331-00058	FCC PROGRAM SUPPLIES	178.56
			102762051622	331-00058	FCC PROGRAM SUPPLIES	197.62



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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167673	6/14/2022	112014 LAKESHORE LEARNING MATERIALS	(Continued)			
			108552051822	331-00058	FCC PROGRAM SUPPLIES	197.29
			109968051922	331-00058	FCC PROGRAM SUPPLIES	333.99
			109979052022	331-00058	FCC PROGRAM SUPPLIES	219.38
			112861052422	331-00058	FCC PROGRAM SUPPLIES	362.72
			112876052422	331-00058	FCC PROGRAM SUPPLIES	202.82
			114570052422	331-00058	FCC PROGRAM SUPPLIES	542.40
			124409052422	331-00058	FCC PROGRAM SUPPLIES	199.57
			125749052522	331-00058	FCC PROGRAM SUPPLIES	231.43
			126593052522	331-00058	FCC PROGRAM SUPPLIES	230.41
			131947052422	331-00058	FCC PROGRAM SUPPLIES	199.99
			876170051022	331-00058	FCC PROGRAM SUPPLIES	547.28
			889057051222	331-00058	FCC PROGRAM SUPPLIES	148.79
			889331051822	331-00058	FCC PROGRAM SUPPLIES	223.72
			897272051622	331-00058	FCC PROGRAM SUPPLIES	199.99
Total :						4,215.96
167674	6/14/2022	105874 LAWSON PRODUCTS, INC.	9309520569		BUS SHOP SUPPLIES	3.59
Total :						3.59
167675	6/14/2022	108023 LEXIPOL LLC	INVLEX9561	035-01153	LAW ENFORCEMENT SUPPLEMENTAL	17,756.03
Total :						17,756.03
167676	6/14/2022	112260 LIEBERT CASSIDY WHITMORE	215522		LEGAL SERVICES	26,329.80
			215526		LEGAL SERVICES	3,477.00
Total :						29,806.80
167677	6/14/2022	112260 LIEBERT CASSIDY WHITMORE	213625		LEGAL SERVICES	1,773.60
			214590		LEGAL SERVICES	2,283.00
			215518		LEGAL SERVICES	2,981.35
			215524		LEGAL SERVICES	20,478.38
Total :						27,516.33
167678	6/14/2022	112260 LIEBERT CASSIDY WHITMORE	214547		LEGAL SERVICES	20,182.90
			214586		LEGAL SERVICES	10,632.60
Total :						30,815.50

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167679	6/14/2022	112260 LIEBERT CASSIDY WHITMORE	214557		LEGAL SERVICES	783.00
			214570		LEGAL SERVICES	16,494.97
			214583		LEGAL SERVICES	180.00
			214596		LEGAL SERVICES	588.00
			215519		LEGAL SERVICES	993.00
			215520		LEGAL SERVICES	300.00
			215521		LEGAL SERVICES	30.00
			215523		LEGAL SERVICES	190.00
			215525		LEGAL SERVICES	2,874.00
					<b>Total :</b>	<b>22,432.97</b>
167680	6/14/2022	112615 LU'S LIGHTHOUSE, INC.	01219158	037-10063	GTRANS SHOP SUPPLIES	531.11
			01219211	037-10063	GTRANS SHOP SUPPLIES	150.34
			0121973	037-10063	GTRANS SHOP SUPPLIES	315.13
			01220907	037-10063	GTRANS SHOP SUPPLIES	72.43
					<b>Total :</b>	<b>1,069.01</b>
167681	6/14/2022	113036 MANERI SIGN CO., INC.	40011835		SIGNS - "CRENSHAW BLVD"	209.48
			40011903		SIGNS- 18 X 24 "NO PARKING STREET	919.26
					<b>Total :</b>	<b>1,128.74</b>
167682	6/14/2022	813030 MANNING & KASS	737795		LEGAL SERVICES	5,171.00
			737796		LEGAL SERVICES	1,446.00
			740100		LEGAL SERVICES	2,580.50
			740101		LEGAL SERVICES	66.37
			740102		LEGAL SERVICES	5,223.95
					<b>Total :</b>	<b>14,487.82</b>
167683	6/14/2022	106544 MARINA SECURITY GATE &, ELECTRONICS	4913	024-00781	BARRIER ARMS INSTALLATION - SENIC	7,200.00
					<b>Total :</b>	<b>7,200.00</b>
167684	6/14/2022	112113 MARTINEZ, JESUS	355126619		REFUND - CITATION OVERPAYMENT	70.00
					<b>Total :</b>	<b>70.00</b>
167685	6/14/2022	112098 MATSUKAWA, PAUL J.	377123771		REFUND - CITATION OVERPAYMENT	120.00
					<b>Total :</b>	<b>120.00</b>
167686	6/14/2022	112089 MCCARTHY, CHARLES	CIT #311127742		REFUND - CITATION OVERPAYMENT	10.00

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167686	6/14/2022	112089 MCCARTHY, CHARLES	(Continued)		<b>Total :</b>	<b>10.00</b>
167687	6/14/2022	113064 MCMASTER-CARR SUPPLY COMPANY	77481637		GTRANS SHOP SUPPLIES	76.70
					<b>Total :</b>	<b>76.70</b>
167688	6/14/2022	112112 MILAS, MICHAEL R.	355126619		REFUND - CITATION OVERPAYMENT	3.00
					<b>Total :</b>	<b>3.00</b>
167689	6/14/2022	110824 MIXER INC, LLC	102356		STREET MAINT SUPPLIES	1,587.60
					<b>Total :</b>	<b>1,587.60</b>
167690	6/14/2022	103093 MOBILE RELAY ASSOCIATES, INC.	80018316	037-10050	GTRANS BUS RADIO SYSTEM RENTAL	11,059.49
			80018317	037-10050	GTRANS BUS RADIO SYSTEM RENTAL	271.53
					<b>Total :</b>	<b>11,331.02</b>
167691	6/14/2022	112123 MULLEN, RADIANCE M	388126243		REFUND - CITATION OVERPAYMENT	75.00
					<b>Total :</b>	<b>75.00</b>
167692	6/14/2022	113605 MUTUAL LIQUID GAS & EQUIPMENT, CO., INC	52046		PW MAINT SUPPLIES	35.04
			599467		PROPANE GAS	381.00
					<b>Total :</b>	<b>416.04</b>
167693	6/14/2022	105622 N/S CORPORATION	0111131	037-10060	GTRANS BUS WASH EQUIPMENT MAIN	550.00
					<b>Total :</b>	<b>550.00</b>
167694	6/14/2022	112090 NICHOLAS, MATHEW A.	CIT #311128705		REFUND - ALREADY PAID AT DMV	70.00
					<b>Total :</b>	<b>70.00</b>
167695	6/14/2022	111785 NOBEL SYSTEMS, INC	15387	024-00818	STREET PLANS HOTLINK TO GEOVIEW	11,500.00
					<b>Total :</b>	<b>11,500.00</b>
167696	6/14/2022	111370 NV5 INC.	269705	024-00804	CONSULTING SERVICES - ARTESIA LAI	230.00
					<b>Total :</b>	<b>230.00</b>
167697	6/14/2022	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	75307516		PHYSICAL RECERTIFICATION	252.50
			75381267		PHYSICAL RECERTIFICATION	515.50
			7538141		PHYSICAL RECERTIFICATION	103.00
			75449164		PHYSICAL RECERTIFICATION	519.50

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167697	6/14/2022	110575 OCCUPATIONAL HEALTH CENTERS, OF CALIF	(Continued) 75454743		PHYSICAL RECERTIFICATION	103.00
					<b>Total :</b>	<b>1,493.50</b>
167698	6/14/2022	115168 OFFICE DEPOT	241188877		BUS OFFICE SUPPLIES	100.31
			241188877002		BUS OFFICE SUPPLIES	4.78
			242786265		PD OFFICE SUPPLIES	907.97
			242787329		PD OFFICE SUPPLIES	73.49
			243224037		HR OFFICE SUPPLIES	83.73
			243374558		BUS OFFICE SUPPLIES	-81.56
			243959565		FINANCE OFFICE SUPPLIES	-129.47
			245084950		CT OFFICE SUPPLIES	55.98
					<b>Total :</b>	<b>1,015.23</b>
167699	6/14/2022	111358 O'REILLY AUTO PARTS	115872		PW AUTO PARTS	59.47
			227365		PW AUTO PARTS	257.69
					<b>Total :</b>	<b>317.16</b>
167700	6/14/2022	115810 ORKIN PEST CONTROL	227637131		PEST CONTROL - ACCT #27336703	261.00
			227637132		PEST CONTROL - ACCT #27336703	261.00
			227637133		PEST CONTROL - ACCT #27336703	261.00
					<b>Total :</b>	<b>783.00</b>
167701	6/14/2022	103673 PACIFIC PRODUCTS & SERVICE, LLC	30303		STREET MAINT SUPPLIES	1,766.65
					<b>Total :</b>	<b>1,766.65</b>
167702	6/14/2022	110403 PENN RECORDS MANAGEMENT	0129859		OFF-SITE STORAGE SERVICES - MAY 2	58.00
					<b>Total :</b>	<b>58.00</b>
167703	6/14/2022	116140 PETE'S ROAD SERVICE, INC.	569749		TIRES - 51CB2565 225-825 10-285MM S	1,004.01
			573801		TIRES - 1G6114 12580-1G GALAXY BEE	-86.59
				G	<b>Total :</b>	<b>917.42</b>
167704	6/14/2022	307101 PETTY CASH FUND	04/25-06/02/22		REPLENISH PETTY CASH	373.63
					<b>Total :</b>	<b>373.63</b>
167705	6/14/2022	307108 PETTY CASH FUND	02/10-05/12		REPLENISH PETTY CASH	307.73

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167705	6/14/2022	307108 307108 PETTY CASH FUND	(Continued)		<b>Total :</b>	<b>307.73</b>
167706	6/14/2022	108600 PHOENIX GROUP INFORMATION, SYSTEMS	0420221211	035-01103	PARKING CONTRACT SERVICES - APR	4.56
					<b>Total :</b>	<b>4.56</b>
167707	6/14/2022	112132 PITTS, KEVIN	388129196		REFUND - CITATION OVERPAYMENT	3.00
					<b>Total :</b>	<b>3.00</b>
167708	6/14/2022	111814 PLAYER ATHLETICS	INV13265		GTRANS PROMOTIONAL ITEMS	880.00
					<b>Total :</b>	<b>880.00</b>
167709	6/14/2022	106092 PRUDENTIAL OVERALL SUPPLY	42677742		UNIFORM & SUPPLY RENTAL	271.30
			42690065		UNIFORM & SUPPLY RENTAL	271.30
			42698050		UNIFORM & SUPPLY RENTAL	621.91
			42712252		UNIFORM & SUPPLY RENTAL	269.78
			42715834		UNIFORM & SUPPLY RENTAL	50.10
			42720808		UNIFORM & SUPPLY RENTAL	256.88
			42724410		UNIFORM & SUPPLY RENTAL	161.44
			42724411		UNIFORM & SUPPLY RENTAL	124.96
			42724412		UNIFORM & SUPPLY RENTAL	50.10
			42724413		UNIFORM & SUPPLY RENTAL	13.65
			42724414		UNIFORM & SUPPLY RENTAL	19.00
			42724415		UNIFORM & SUPPLY RENTAL	91.60
			42724416		UNIFORM & SUPPLY RENTAL	11.60
			42725005		UNIFORM & SUPPLY RENTAL	19.00
			42727954		UNIFORM & SUPPLY RENTAL	301.08
			42728001		UNIFORM & SUPPLY RENTAL	149.89
			42728002		UNIFORM & SUPPLY RENTAL	45.16
			42728003		UNIFORM & SUPPLY RENTAL	50.10
			42728004		UNIFORM & SUPPLY RENTAL	13.65
			42728006		UNIFORM & SUPPLY RENTAL	91.60
			42728007		UNIFORM & SUPPLY RENTAL	11.60
			42729684		UNIFORM & SUPPLY RENTAL	304.48
			42730173	034-00508	CUSTODIAL SUPPLIES	1,195.66
			42730174		UNIFORM & SUPPLY RENTAL	149.89
			42730175		UNIFORM & SUPPLY RENTAL	45.16
			42730176		UNIFORM & SUPPLY RENTAL	50.10

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Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167709	6/14/2022	106092 PRUDENTIAL OVERALL SUPPLY	(Continued)			
			42731831		UNIFORM & SUPPLY RENTAL	700.57
			42732318		UNIFORM & SUPPLY RENTAL	149.89
			42732319		UNIFORM & SUPPLY RENTAL	45.16
			42732320		UNIFORM & SUPPLY RENTAL	50.10
			42734115		UNIFORM & SUPPLY RENTAL	308.08
			42734672		UNIFORM & SUPPLY RENTAL	149.89
			42734673		UNIFORM & SUPPLY RENTAL	45.16
			42734674		UNIFORM & SUPPLY RENTAL	50.10
					<b>Total :</b>	<b>6,139.94</b>
167710	6/14/2022	116820 PSOMAS	184000	037-09987	CONSTRUCTION MANAGEMENT FOR C	2,180.75
					<b>Total :</b>	<b>2,180.75</b>
167711	6/14/2022	112093 PULLIAM, JEFFERY J.	322126027		REFUND - CITATION OVERPAYMENT	47.00
					<b>Total :</b>	<b>47.00</b>
167712	6/14/2022	112108 QUE, PHAM THI	355127968		REFUND - CITATION OVERPAYMENT	3.00
					<b>Total :</b>	<b>3.00</b>
167713	6/14/2022	102283 QUICK COLOR PRINTING	15793		BANNERS - GFCC BANNER	99.23
			15796		GTRANS - FABRIC BANNER 120" X 96"	452.03
					<b>Total :</b>	<b>551.26</b>
167714	6/14/2022	103907 QUINN COMPANY	PC810949029		PW AUTO PARTS	347.63
			PC810949305		PW AUTO PARTS	266.42
					<b>Total :</b>	<b>614.05</b>
167715	6/14/2022	111574 RACE COMMUNICATIONS	RC688325	023-01351	FIBER INTERNET SERVICES - JUNE 20:	5,703.00
					<b>Total :</b>	<b>5,703.00</b>
167716	6/14/2022	108886 REDMON GROUP INC.	RG2021469	037-10097	GTRANS WEBSITE SUPPORT	2,325.00
					<b>Total :</b>	<b>2,325.00</b>
167717	6/14/2022	100836 RESOURCE BUILDING MATERIALS	3350312		STREET MAINT SUPPLIES	5.87
			3351089		STREET MAINT SUPPLIES	140.90

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167717	6/14/2022	100836 100836 RESOURCE BUILDING MATERIALS	(Continued)		<b>Total :</b>	<b>146.77</b>
167718	6/14/2022	112099 REYES, AMADO TRUJILLO	388125285		REFUND - CITATION OVERPAYMENT	70.00
					<b>Total :</b>	<b>70.00</b>
167719	6/14/2022	118476 RICOH USA, INC.	9030083166		RICOH MPC6502SP COPIER LEASE -PF	812.95
			9030083169		RICOH MPC3503 COPIER LEASE - CM -	246.46
			9030083175		RICOH MPC3503 COPIER LEASE - CD~	236.10
			9030083176		RICOH PRO8100SE COPIER LEASE - PI	459.79
			9030083177		RICOH MPC3503 COPIER LEASE - CLEI	175.70
			9030128846		RICOH COPIER LEASE & USAGE CHAR	2,450.51
			9030128850		RICOH MPC3503 COPIER LEASE - CHIE	151.65
			9030128851		RICOH MPC3503 COPIER LEASE - GTR	182.17
			9030128991		RICOH DD6650P COPIER LEASE - PRIN	306.35
			9030129236		RICOH MPC3503 COPIER LEASE - ADM	191.65
			9030129433		RICOH MPC3503 COPIER LEASE - HS~	144.89
			9030129436		RICOH MPC3503 COPIER LEASE - SR. I	185.98
			9030129501		RICOH MPC3503 COPIER LEASE - REC	187.53
			9030129502		RICOH MPC6003 COPIER LEASE - PD S	242.64
			9030129504		RICOH MPC3503 COPIER LEASE - FCC	347.60
			9030129616		RICOH MPC3503 COPIER LEASE - PW~	165.00
					<b>Total :</b>	<b>6,486.97</b>
167720	6/14/2022	111867 RJM DESIGN GROUP	35028	024-00795	DESIGN & ENGINEERING SERVICES - /	18,714.30
					<b>Total :</b>	<b>18,714.30</b>
167721	6/14/2022	100585 RKA CONSULTING GROUP	32331		ENGINEERING & SURVEYING SERVICE	1,750.00
					<b>Total :</b>	<b>1,750.00</b>
167722	6/14/2022	112085 RODRIGUEZ, JOSE M.	CIT #150029		REFUND - FTB INTERCEPTED IN ERRC	70.00
					<b>Total :</b>	<b>70.00</b>
167723	6/14/2022	119015 SAFETY-KLEEN CORPORATION	88970909		SERVICE AQUEOUS PARTS WASHER	400.66
					<b>Total :</b>	<b>400.66</b>
167724	6/14/2022	119016 SAM'S CLUB	8169 2022		FCC PROGRAM SUPPLIES	16.88
			8170 2022		FCC PROGRAM SUPPLIES	362.63

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167724	6/14/2022	119016 119016 SAM'S CLUB	(Continued)		<b>Total :</b>	<b>379.51</b>
167725	6/14/2022	112106 SANCHEZ, OSCAR	144130660		REFUND - CITATION OVERPAYMENT	81.68
					<b>Total :</b>	<b>81.68</b>
167726	6/14/2022	109609 SEA COAST DESIGN GROUP	25003		BUS OFFICE TOOLS & SUPPLIES	127.69
			25004		BUS OFFICE TOOLS & SUPPLIES	1,302.75
					<b>Total :</b>	<b>1,430.44</b>
167727	6/14/2022	108654 SECTRAN SECURITY INC.	22042019		ARMORED TRANSPORTATION SERVICE	2,136.75
			22050750		ARMORED TRANSPORTATION SERVICE	222.26
					<b>Total :</b>	<b>2,359.01</b>
167728	6/14/2022	104451 SELECT ADVANTAGE	10347447		TRANSIT COACH OPERATOR ASSESSM	160.00
					<b>Total :</b>	<b>160.00</b>
167729	6/14/2022	107006 SHAMROCK COMPANIES	2585789		STREET MAINT SUPPLIES	114.45
					<b>Total :</b>	<b>114.45</b>
167730	6/14/2022	119233 SHERWIN-WILLIAMS CO.	7348-5		STREET MAINT SUPPLIES	370.02
					<b>Total :</b>	<b>370.02</b>
167731	6/14/2022	109918 SHIGE'S FOREIGN CAR SERVICE, INC.	8091250	035-01134	2019 FORD INTRCPTR #1576878 SERVI	1,114.25
					<b>Total :</b>	<b>1,114.25</b>
167732	6/14/2022	112134 SILVA, FRANKY	311128622/8878/8896		REFUND - COLLECTIONS IN ERROR	210.00
					<b>Total :</b>	<b>210.00</b>
167733	6/14/2022	112127 SIMS III, CLIFFORD LEON	366127524		REFUND - CITATION OVERPAYMENT	120.00
					<b>Total :</b>	<b>120.00</b>
167734	6/14/2022	119378 SMARDAN SUPPLY CO.	S3801316		BUS FACILITY MAINT SUPPLIES	157.53
			S3816034		BLDG MAINT SUPPLIES	553.37
			S3816463		BLDG MAINT SUPPLIES	26.55
			S3817203		BLDG MAINT SUPPLIES	656.95
					<b>Total :</b>	<b>1,394.40</b>
167735	6/14/2022	119361 SMART & FINAL IRIS CO.	29303		SR BUREAU PROGRAM SUPPLIES	155.64



Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167735	6/14/2022	119361 119361 SMART & FINAL IRIS CO.	(Continued)		<b>Total :</b>	<b>155.64</b>
167736	6/14/2022	119447 SOUTH BAY FORD	713690		PW AUTO PARTS	1,725.32
					<b>Total :</b>	<b>1,725.32</b>
167737	6/14/2022	119375 SOUTH COAST AIR QUALITY, MANAGEMENT I	3989637		CAAIR TOXICS "HOT SPOTS" PROGRA	143.88
					<b>Total :</b>	<b>143.88</b>
167738	6/14/2022	619003 SOUTHERN CALIFORNIA EDISON	051922		LIGHT & POWER	164,119.27
					<b>Total :</b>	<b>164,119.27</b>
167739	6/14/2022	108238 SPARKLETTS	14211220 051822		DRINKING WATER FILTRATION SYSTEM	39.99
			15638236 052022		DRINKING WATER FILTRATION SYSTEM	40.00
					<b>Total :</b>	<b>79.99</b>
167740	6/14/2022	104126 SPECTRUM SOLUTIONS	0851122051222		CABLE SERVICES - PD	75.89
					<b>Total :</b>	<b>75.89</b>
167741	6/14/2022	104453 SPICERS PAPER, INC.	2912434	023-01354	PD OFFICE SUPPLIES	2,062.12
					<b>Total :</b>	<b>2,062.12</b>
167742	6/14/2022	119548 ST. JOHN LUTHERAN CHURCH	JUNE 2022		SENIOR CITIZENS DAY CARE	900.00
					<b>Total :</b>	<b>900.00</b>
167743	6/14/2022	119010 STAPLES ADVANTAGE	3507130709		PW OFFICE SUPPLIES	548.31
					<b>Total :</b>	<b>548.31</b>
167744	6/14/2022	109877 STATEWIDE TRAFFIC SAFETY, AND SIGNS INC	02028723		STREET MAINT SUPPLIES	100.37
			40011675		STREET MAINT SUPPLIES	944.06
			40011835		STREET MAINT SUPPLIES	209.48
			40011903		SIGNS/SIGNALS SUPPLIES	919.26
					<b>Total :</b>	<b>2,173.17</b>
167745	6/14/2022	112117 SUBUYUJ, ERNESTO	CIT# 150705		REFUND - CITATION OVERPAYMENT	75.00
					<b>Total :</b>	<b>75.00</b>
167746	6/14/2022	100609 TANK SPECIALISTS OF CALIFORNIA	31164		SERVICE CALL- REPLACED OVERFILL	90.00
			31593		CERTIFIED DESIGNATED OPERATOR S	189.75

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167746	6/14/2022	100609 TANK SPECIALISTS OF CALIFORNIA	(Continued) 31637		CERTIFIED DESIGNATED OPERATOR S	189.75
					<b>Total :</b>	<b>469.50</b>
167747	6/14/2022	111864 TCS RISK MANAGEMENT SERVICES	12034	023-01382	WORKERS COMP PROGRAM ASSESSM	2,775.00
			12088	023-01382	WORKERS COMP PROGRAM ASSESSM	6,375.00
					<b>Total :</b>	<b>9,150.00</b>
167748	6/14/2022	107928 TELECOM LAW FIRM, P.C.	12405	032-00103	PROFESSIONAL SERVICES - 1350 177T	2,000.00
			12467		PROFESSIONAL SERVICES - AD HOC S	164.50
					<b>Total :</b>	<b>2,164.50</b>
167749	6/14/2022	112118 THOMAS, RON	144130447		REFUND - CITATION OVERPAYMENT	117.00
					<b>Total :</b>	<b>117.00</b>
167750	6/14/2022	112137 THOMPSON, DANA	311125956		REFUND - CITATION OVERPAYMENT	23.00
					<b>Total :</b>	<b>23.00</b>
167751	6/14/2022	112087 TODD, LETOYA	052722		REFUND - FTB INTERCEPTED IN ERRC	596.00
					<b>Total :</b>	<b>596.00</b>
167752	6/14/2022	109775 TOMS TRUCK CENTER NORTH COUNTY	1267387	037-10052	GTRANS AUTO PARTS	764.97
			1267525	037-10052	GTRANS AUTO PARTS	122.36
					<b>Total :</b>	<b>887.33</b>
167753	6/14/2022	110818 TRANSIT AND PARATRANSIT CO.	T-2429		BUS OPERATOR TRAINING MATERIALS	200.00
					<b>Total :</b>	<b>200.00</b>
167754	6/14/2022	110851 TRAPEZE SOFTWARE GROUP, INC.	TSPAU220060	037-09887	GTRANS SCHEDULING & OPERATIONS	39,289.84
			TSPAU220061	037-09887	GTRANS SCHEDULING & OPERATIONS	64,672.45
					<b>Total :</b>	<b>103,962.29</b>
167755	6/14/2022	110851 TRAPEZE SOFTWARE GROUP, INC.	TSPAU220062	037-09887	GTRANS SCHEDULING & OPERATIONS	22,117.20
					<b>Total :</b>	<b>22,117.20</b>
167756	6/14/2022	105556 TRIANGLE SPORTS, INC.	41074	034-00519	YOUTH SPORTS UNIFORMS SUPPLIES	2,515.93
					<b>Total :</b>	<b>2,515.93</b>

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167757	6/14/2022	111481 TRIO COMMUNITY MEALS, LLC	INV2230011067	034-00480	SENIOR FEEDING PROGRAM	8,892.11
			INV2230011367	034-00480	SENIOR FEEDING PROGRAM	8,826.28
Total :						17,718.39
167758	6/14/2022	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS RECREATION 04/22/22			CAL CARD STATEMENT 03/23-04/22/22	7,271.71
Total :						7,271.71
167759	6/14/2022	109900 U.S. BANK CORPORATE PAYMENT, SYSTEMS	BEEMAN 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	15.74
			C.OSORIO 02/22/22		CAL CARD STATEMENT 01/25-02/22/22	789.08
			C.OSORIO 03/22/22		CAL CARD STATEMENT 02/23-03/22/22	289.27
			CRESPO 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	1,865.65
			FCC 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	4,830.54
			HR 05/23/22		CAL CARD STATEMENT 04/23-04/22/22	1,535.11
			KWAK 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	126.75
			LEWIS 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	93.70
			MACIEL 04/22/22		CAL CARD STATEMENT 03/23-04/22/22	6,968.67
				035-01154		
			MACIEL 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	575.32
			NOLAN 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	2,955.71
			OROZCO 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	805.50
			PYNN 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	7,048.33
			RIGG 04/22/22		CAL CARD STATEMENT 03/23-04/22/22	163.20
			ROMERO 04/22/22		CAL CARD STATEMENT 03/23-04/22/22	445.06
			ROMERO 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	159.56
			SANTOS 05/23/22		CAL CARD STATEMENT 04/23-05/23/22	939.46
			SWEENEY 03/22/22		CAL CARD STATEMENT 02/23-03/22/22	1,539.81
			SWEENEY 04/22/22		CAL CARD STATEMENT 03/23-04/22/22	978.07
Total :						32,124.53
167760	6/14/2022	104692 ULINE	147093161		BUS SHOP SUPPLIES	1,572.23
			148890215		BUS SHOP SUPPLIES	114.44
Total :						1,686.67
167761	6/14/2022	121407 UPS	649922202 05/14/22		SHIPPING SERVICE CHARGES	36.00
Total :						36.00
167762	6/14/2022	122050 VERIZON WIRELESS	9904428756		BUS CELL PHONE SERVICE~	105.26

Voucher List  
CITY OF GARDENA

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167762	6/14/2022	122050 VERIZON WIRELESS	(Continued) 9906186814		PW CELL PHONE SERVICE~	925.60
					<b>Total :</b>	<b>1,030.86</b>
167763	6/14/2022	822531 VERMILLION INVESTIGATIONS	51922		INVESTIGATION SERVICES	435.50
					<b>Total :</b>	<b>435.50</b>
167764	6/14/2022	105861 VERSATILE SYSTEMS, INC.	7131	037-10041	FALL PROTECTION INSPECTION & REF	2,050.00
					<b>Total :</b>	<b>2,050.00</b>
167765	6/14/2022	122435 VISTA PAINT CORPORATION	2022-520760-00 2022-555636-00		GTRANS FACILITY PAINT GTRANS FACILITY PAINT	333.40 149.75
					<b>Total :</b>	<b>483.15</b>
167766	6/14/2022	108353 WALTERS WHOLESALE ELECTRIC CO	S119922168		SIGNS/ SIGNALS MAINT SUPPLIES	185.03
					<b>Total :</b>	<b>185.03</b>
167767	6/14/2022	101195 WASTE RESOURCES GARDENA	051922		WASTE COLLECTION	258,770.15
					<b>Total :</b>	<b>258,770.15</b>
167768	6/14/2022	101903 WATER TECHNIQUES	79313		DRINKING WATER SYSTEM RENTAL	45.00
					<b>Total :</b>	<b>45.00</b>
167769	6/14/2022	123154 WEST COAST ARBORISTS, INC.	1847735	024-00765	TREE TRIMMING SERVICES FY 2022	2,573.80
					<b>Total :</b>	<b>2,573.80</b>
167770	6/14/2022	110370 WESTERN COLLISION CENTER, INC	1078	035-01136	2016 FORD EXPLR #1488059 BODY REI	3,909.58
					<b>Total :</b>	<b>3,909.58</b>
167771	6/14/2022	119387 WEX BANK	81329676		FUEL PURCHASES	56.83
					<b>Total :</b>	<b>56.83</b>
167772	6/14/2022	123050 WILLIAMS SCOTSMAN, INC.	9014052823	035-01105	MODULAR BUILDING RENTAL CPX-804	2,212.87
					<b>Total :</b>	<b>2,212.87</b>
167773	6/14/2022	105568 WORTHY, PATRICIA	APRIL 22		VOLUNTEER DRIVER	28.00
					<b>Total :</b>	<b>28.00</b>

Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
167774	6/14/2022	125001 YAMADA COMPANY, INC.	506164		PARK MAINT SUPPLIES	555.59
			81965		PARK MAINT SUPPLIES	96.25
			81969		PARK MAINT SUPPLIES	15.53

Total : 667.37

228 Vouchers for bank code : usb

Bank total : 3,523,065.89

228 Vouchers in this report

Total vouchers : 3,523,065.89

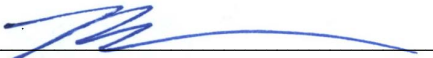
Bank code : usb

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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CLAIMS VOUCHER APPROVAL

I hereby certify that the demands or claims covered by the checks listed on pages 1 to 27 inclusive of the check register are accurate and funds are available for payment thereof.

By:



Director of Administrative Services

This is to certify that the claims or demands covered by checks listed on pages 1 to 27 inclusive of the check register have been audited by the City Council of the City of Gardena and that all of the said checks are approved for payment except check numbers:

_____	<u>06/14/2022</u>
Mayor	Date

_____	_____
Councilmember	Date

_____	_____
Councilmember	Date

Acknowledged:

_____	_____
Councilmember	Date

_____	_____
Councilmember	Date

# CITY OF GARDENA



## INVESTMENT REPORT

April 2022

Prepared by Danny Rodriguez, Deputy City Treasurer  
Reviewed by Ray Beeman, Director of Administrative Services



# City of Gardena Consolidated - Account #10647

## MONTHLY ACCOUNT STATEMENT

APRIL 1, 2022 THROUGH APRIL 30, 2022

### Chandler Team:

For questions about your account, please call (800) 317-4747,  
or contact [operations@chandlerasset.com](mailto:operations@chandlerasset.com)

**CHANDLER** ASSET MANAGEMENT  
[chandlerasset.com](http://chandlerasset.com)

*Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.*





## PORTFOLIO CHARACTERISTICS

Average Modified Duration	1.08
Average Coupon	1.20%
Average Purchase YTM	1.04%
Average Market YTM	1.91%
Average S&P/Moody Rating	AA/Aa1
Average Final Maturity	1.18 yrs
Average Life	1.12 yrs

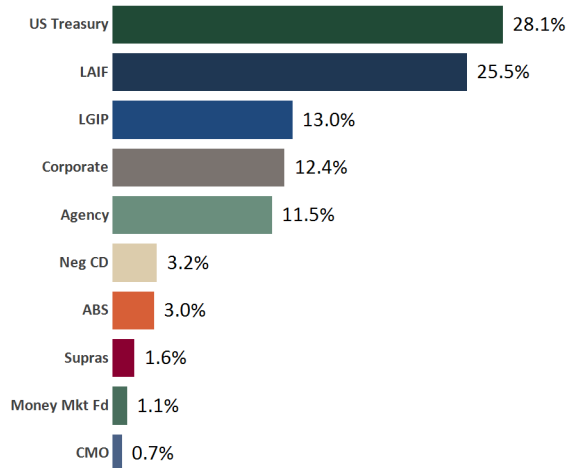
## ACCOUNT SUMMARY

	Beg. Values as of 3/31/22	End Values as of 4/30/22
Market Value	49,901,966	49,677,489
Accrued Interest	91,360	118,614
Total Market Value	<b>49,993,326</b>	<b>49,796,104</b>
Income Earned	33,421	38,460
Cont/WD		
Par	44,543,605	44,560,459
Book Value	50,669,031	50,680,236
Cost Value	50,778,524	50,798,042

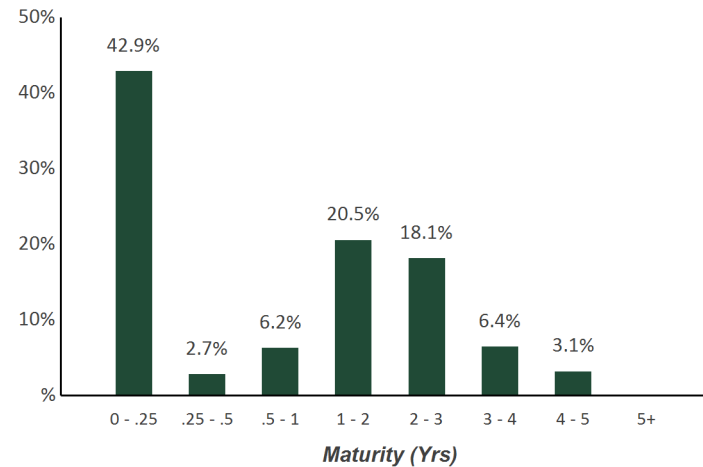
## TOP ISSUERS

Government of United States	28.1%
Local Agency Investment Fund	25.5%
CalTrust	13.0%
Federal Home Loan Mortgage Corp	5.2%
Federal Farm Credit Bank	2.9%
Federal National Mortgage Assoc	2.3%
Federal Home Loan Bank	1.7%
Bank of Nova Scotia Houston	1.2%
<b>Total</b>	<b>80.0%</b>

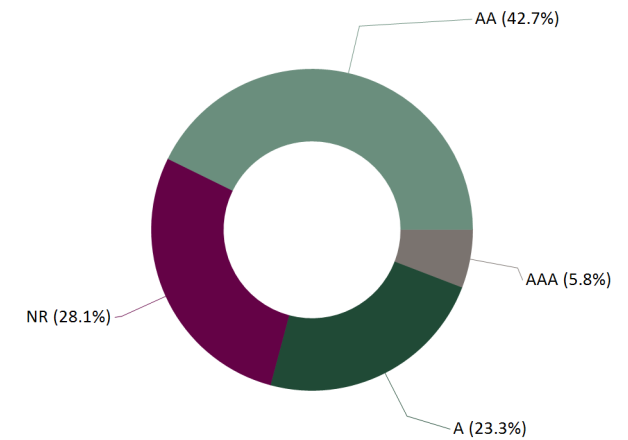
## SECTOR ALLOCATION



## MATURITY DISTRIBUTION



## CREDIT QUALITY (S&amp;P)



## Holdings Report

As of April 30, 2022



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	19,538.07	Various 1.39%	19,995.47 19,592.10	100.08 1.12%	19,554.60 25.27	0.04% (37.50)	Aaa / NR AAA	1.21 0.05
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	34,454.60	08/20/2019 1.79%	34,454.32 34,454.57	100.06 1.56%	34,474.03 27.26	0.07% 19.46	Aaa / AAA NR	1.29 0.24
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	37,239.52	10/01/2019 1.95%	37,236.64 37,238.27	100.06 1.76%	37,263.20 22.07	0.07% 24.93	NR / AAA AAA	1.98 0.33
89232HAC9	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	128,206.01	07/06/2020 0.70%	131,030.54 129,701.59	99.96 1.76%	128,158.57 94.59	0.26% (1,543.02)	Aaa / AAA NR	2.04 0.41
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	52,204.64	10/16/2019 1.94%	52,201.89 52,203.36	99.99 1.97%	52,198.27 44.78	0.10% (5.09)	Aaa / AAA NR	2.21 0.35
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	81,889.73	09/22/2020 0.38%	81,877.70 81,883.78	98.67 2.42%	80,798.06 10.94	0.16% (1,085.72)	NR / AAA AAA	2.47 0.65
58769KAD6	Mercedes-Benz Auto Lease Trust 2021- B A3 0.4% Due 11/15/2024	80,000.00	06/22/2021 0.40%	79,993.96 79,995.95	97.09 2.91%	77,668.56 14.22	0.16% (2,327.39)	NR / AAA AAA	2.55 1.17
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	50,000.00	09/08/2021 0.34%	49,994.84 49,996.26	97.37 2.71%	48,686.80 2.75	0.10% (1,309.46)	Aaa / NR AAA	2.66 1.11
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	66,465.93	10/06/2020 0.36%	66,453.55 66,458.05	98.87 2.26%	65,715.33 10.34	0.13% (742.72)	NR / AAA AAA	2.72 0.59
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	120,000.00	08/04/2020 0.48%	119,974.80 119,984.36	98.46 2.49%	118,154.88 17.23	0.24% (1,829.48)	Aaa / NR AAA	2.81 0.76
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	85,000.00	01/11/2022 1.11%	84,987.29 84,988.92	97.40 2.91%	82,792.30 15.58	0.17% (2,196.62)	NR / AAA AAA	2.90 1.45
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	80,000.00	02/17/2021 0.27%	79,998.54 79,999.10	97.77 2.86%	78,217.60 6.00	0.16% (1,781.50)	Aaa / NR AAA	2.98 0.86
47788UAC6	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	60,000.00	03/02/2021 0.37%	59,988.47 59,992.13	96.53 3.15%	57,918.96 9.60	0.12% (2,073.17)	Aaa / NR AAA	3.38 1.25
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	85,000.00	11/16/2021 0.89%	84,982.08 84,984.47	96.22 3.03%	81,783.26 20.78	0.16% (3,201.21)	Aaa / NR AAA	3.73 1.78

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>ABS</b>									
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	70,000.00	07/13/2021 0.52%	69,993.76 69,995.09	95.26 3.28%	66,682.00 16.18	0.13% (3,313.09)	Aaa / NR AAA	3.88 1.74
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	65,000.00	11/09/2021 0.71%	64,998.62 64,998.81	96.23 2.97%	62,551.97 20.51	0.13% (2,446.84)	NR / AAA AAA	3.96 1.69
43815BAC4	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	165,000.00	02/15/2022 1.89%	164,975.18 164,976.59	97.25 3.28%	160,466.13 137.87	0.32% (4,510.46)	Aaa / AAA NR	4.04 1.99
89238FAD5	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	115,000.00	04/07/2022 2.95%	114,997.31 114,997.35	99.65 3.11%	114,594.64 168.48	0.23% (402.71)	Aaa / AAA NR	4.38 2.14
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	130,000.00	03/10/2022 2.34%	129,971.24 129,972.27	97.78 3.57%	127,112.44 134.04	0.26% (2,859.83)	Aaa / NR AAA	4.38 1.81
<b>Total ABS</b>		<b>1,524,998.50</b>	<b>1.16%</b>	<b>1,528,106.20</b> <b>1,526,413.02</b>	<b>2.74%</b>	<b>1,494,791.60</b> <b>798.49</b>	<b>3.00%</b> <b>(31,621.42)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>3.18</b> <b>1.23</b>
<b>AGENCY</b>									
3133ELYR9	FFCB Note 0.25% Due 5/6/2022	325,000.00	04/30/2020 0.31%	324,587.25 324,997.17	100.00 0.32%	324,996.10 394.97	0.65% (1.07)	Aaa / AA+ AAA	0.02 0.02
3134GVJ66	FHLMC Note 0.25% Due 6/8/2022	350,000.00	06/04/2020 0.28%	349,790.00 349,989.07	99.97 0.56%	349,884.15 347.57	0.70% (104.92)	Aaa / NR AAA	0.11 0.11
3137EAET2	FHLMC Note 0.125% Due 7/25/2022	170,000.00	07/21/2020 0.24%	169,615.80 169,955.39	99.82 0.91%	169,687.37 56.67	0.34% (268.02)	Aaa / AA+ AAA	0.24 0.24
3130ADRG9	FHLB Note 2.75% Due 3/10/2023	350,000.00	04/11/2019 2.34%	355,330.50 351,168.38	100.61 2.03%	352,133.95 1,363.54	0.71% 965.57	Aaa / AA+ NR	0.86 0.85
3137EAER6	FHLMC Note 0.375% Due 5/5/2023	305,000.00	05/05/2020 0.39%	304,871.90 304,956.75	98.18 2.20%	299,448.70 559.17	0.60% (5,508.05)	Aaa / AA+ AAA	1.01 1.00
3135G04Q3	FNMA Note 0.25% Due 5/22/2023	245,000.00	05/20/2020 0.35%	244,262.55 244,740.04	97.94 2.22%	239,961.82 270.52	0.48% (4,778.22)	Aaa / AA+ AAA	1.06 1.05
3137EAES4	FHLMC Note 0.25% Due 6/26/2023	300,000.00	06/24/2020 0.35%	299,124.00 299,663.20	97.66 2.31%	292,991.10 260.42	0.59% (6,672.10)	Aaa / AA+ AAA	1.16 1.14
3135G05G4	FNMA Note 0.25% Due 7/10/2023	250,000.00	07/08/2020 0.32%	249,462.50 249,786.47	97.55 2.34%	243,884.25 192.71	0.49% (5,902.22)	Aaa / AA+ AAA	1.19 1.18

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>AGENCY</b>									
3137EAEV7	FHLMC Note 0.25% Due 8/24/2023	300,000.00	08/19/2020 0.28%	299,694.00 299,866.23	97.23 2.40%	291,676.80 139.58	0.59% (8,189.43)	Aaa / AA+ AAA	1.32 1.30
3137EAEW5	FHLMC Note 0.25% Due 9/8/2023	300,000.00	09/11/2020 0.24%	300,093.00 300,042.27	97.06 2.47%	291,190.50 110.42	0.58% (8,851.77)	Aaa / AA+ AAA	1.36 1.34
3135G0U43	FNMA Note 2.875% Due 9/12/2023	350,000.00	09/25/2019 1.63%	366,702.00 355,759.71	100.56 2.46%	351,943.55 1,369.62	0.71% (3,816.16)	Aaa / AA+ AAA	1.37 1.33
3137EAEY1	FHLMC Note 0.125% Due 10/16/2023	225,000.00	10/14/2020 0.25%	224,160.75 224,591.49	96.76 2.39%	217,717.88 11.72	0.44% (6,873.61)	Aaa / AA+ AAA	1.46 1.44
3137EAEZ8	FHLMC Note 0.25% Due 11/6/2023	335,000.00	11/03/2020 0.28%	334,698.50 334,847.60	96.63 2.53%	323,705.48 407.12	0.65% (11,142.12)	Aaa / AA+ AAA	1.52 1.49
3130A0F70	FHLB Note 3.375% Due 12/8/2023	350,000.00	10/30/2019 1.72%	372,781.50 358,905.91	101.22 2.60%	354,259.50 4,692.19	0.72% (4,646.41)	Aaa / AA+ AAA	1.61 1.54
3130A1XJ2	FHLB Note 2.875% Due 6/14/2024	155,000.00	03/24/2020 0.99%	167,010.95 161,036.63	100.30 2.73%	155,469.50 1,695.85	0.32% (5,567.13)	Aaa / AA+ NR	2.13 2.02
3133ENKS8	FFCB Note 1.125% Due 1/6/2025	750,000.00	Various 1.60%	740,054.10 740,748.40	95.57 2.85%	716,802.76 2,578.12	1.44% (23,945.64)	Aaa / AA+ AAA	2.69 2.60
3133ENPG9	FFCB Note 1.75% Due 2/14/2025	415,000.00	02/10/2022 1.84%	413,891.95 413,967.84	96.95 2.90%	402,335.45 1,533.19	0.81% (11,632.39)	Aaa / AA+ AAA	2.80 2.68
3135G06G3	FNMA Note 0.5% Due 11/7/2025	350,000.00	11/18/2020 0.52%	349,639.50 349,744.43	91.90 2.94%	321,640.55 845.83	0.65% (28,103.88)	Aaa / AA+ AAA	3.53 3.43
<b>Total Agency</b>		<b>5,825,000.00</b>	<b>0.90%</b>	<b>5,865,770.75</b> <b>5,834,766.98</b>	<b>2.23%</b>	<b>5,699,729.41</b> <b>16,829.21</b>	<b>11.48%</b> <b>(135,037.57)</b>	<b>Aaa / AA+ AAA</b>	<b>1.53</b> <b>1.49</b>
<b>CMO</b>									
3137BM6P6	FHLMC K721 A2 3.09% Due 8/25/2022	62,704.29	06/26/2019 2.09%	64,423.76 62,877.13	100.16 1.49%	62,804.92 161.46	0.13% (72.21)	Aaa / NR NR	0.32 0.23
3137B4GY6	FHLMC K032 A2 3.31% Due 5/25/2023	275,000.00	07/23/2019 2.21%	285,881.84 278,025.76	100.60 2.50%	276,652.47 151.71	0.56% (1,373.29)	NR / NR AAA	1.07 0.99
<b>Total CMO</b>		<b>337,704.29</b>	<b>2.19%</b>	<b>350,305.60</b> <b>340,902.89</b>	<b>2.31%</b>	<b>339,457.39</b> <b>313.17</b>	<b>0.68%</b> <b>(1,445.50)</b>	<b>Aaa / NR AAA</b>	<b>0.93</b> <b>0.85</b>

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CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>CORPORATE</b>									
459200JX0	IBM Corp Note 2.85% Due 5/13/2022	200,000.00	05/16/2019 2.80%	200,300.00 200,003.31	100.06 1.25%	200,114.20 2,660.00	0.41% 110.89	A3 / A- NR	0.04 0.04
24422ETV1	John Deere Capital Corp Note 2.15% Due 9/8/2022	305,000.00	04/17/2019 2.78%	298,851.20 304,352.76	100.30 1.30%	305,908.29 965.41	0.62% 1,555.53	A2 / A A	0.36 0.35
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	200,000.00	04/25/2019 2.72%	199,856.00 199,972.86	100.24 2.35%	200,480.20 1,650.00	0.41% 507.34	A1 / A+ A+	0.70 0.68
037833DE7	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	200,000.00	11/21/2019 1.83%	203,350.00 200,679.62	100.27 1.96%	200,542.00 1,440.00	0.41% (137.62)	Aaa / AA+ NR	0.71 0.61
747525AR4	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	500,000.00	Various 0.63%	512,557.50 506,532.15	100.07 2.49%	500,362.51 3,286.11	1.01% (6,169.64)	A2 / A NR	0.75 0.65
037833AK6	Apple Inc Note 2.4% Due 5/3/2023	200,000.00	03/11/2019 2.79%	196,968.00 199,264.06	100.11 2.29%	200,217.80 2,373.33	0.41% 953.74	Aaa / AA+ NR	1.01 0.98
90331HNV1	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	250,000.00	05/17/2019 2.70%	256,695.00 251,873.17	100.84 2.65%	252,098.50 2,290.28	0.51% 225.33	A1 / AA- AA-	1.23 1.11
06406FAD5	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	200,000.00	04/11/2019 2.90%	194,298.00 198,300.92	99.17 2.86%	198,338.20 916.67	0.40% 37.28	A1 / A AA-	1.30 1.26
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	200,000.00	03/05/2020 1.06%	213,320.00 205,690.48	100.15 2.78%	200,305.00 1,357.64	0.40% (5,385.48)	Aaa / AAA AAA	1.77 1.54
89114QCB2	Toronto Dominion Bank Note 3.25% Due 3/11/2024	500,000.00	Various 1.52%	523,124.00 515,633.08	100.16 3.16%	500,802.00 2,256.95	1.01% (14,831.08)	A1 / A AA-	1.87 1.79
808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	245,000.00	Various 0.58%	246,097.00 245,725.58	95.79 3.07%	234,676.44 219.48	0.47% (11,049.14)	A2 / A A	1.88 1.84
023135BW5	Amazon.com Inc Note 0.45% Due 5/12/2024	130,000.00	05/10/2021 0.50%	129,810.20 129,871.50	95.50 2.74%	124,148.31 274.63	0.25% (5,723.19)	A1 / AA AA-	2.04 1.99
91324PEB4	United Health Group Inc Callable Note Cont 5/15/2022 0.55% Due 5/15/2024	500,000.00	11/24/2021 1.07%	493,760.00 494,823.16	95.23 2.97%	476,170.50 1,268.06	0.96% (18,652.66)	A3 / A+ A	2.04 2.00
14913R2L0	Caterpillar Financial Service Note 0.45% Due 5/17/2024	500,000.00	Various 0.66%	497,344.65 497,904.67	95.00 2.99%	474,980.51 1,025.00	0.96% (22,924.16)	A2 / A A	2.05 2.01



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<b>CORPORATE</b>									
89236TJH9	Toyota Motor Credit Corp Note 0.5% Due 6/18/2024	300,000.00	12/06/2021 1.07%	295,710.00 296,379.30	94.67 3.10%	284,017.20 554.17	0.57% (12,362.10)	A1 / A+ A+	2.14 2.09
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	35,000.00	06/29/2021 0.64%	34,982.15 34,986.91	94.78 3.09%	33,173.56 64.41	0.07% (1,813.35)	A2 / A+ NR	2.21 2.16
69371RR40	Paccar Financial Corp Note 0.5% Due 8/9/2024	80,000.00	08/03/2021 0.52%	79,956.80 79,967.25	94.31 3.11%	75,444.00 91.11	0.15% (4,523.25)	A1 / A+ NR	2.28 2.23
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/1/2024	500,000.00	Various 0.88%	524,067.75 516,887.96	97.05 3.49%	485,244.00 5,625.00	0.99% (31,643.96)	A1 / A AA-	2.51 2.38
69371RR57	Paccar Financial Corp Note 0.9% Due 11/8/2024	175,000.00	11/02/2021 0.90%	174,989.50 174,991.17	94.92 3.01%	166,109.83 756.88	0.34% (8,881.34)	A1 / A+ NR	2.53 2.45
46647PAH9	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	500,000.00	Various 1.01%	531,052.10 519,902.46	99.15 3.28%	495,753.00 2,683.33	1.00% (24,149.46)	A2 / A- AA-	2.84 2.67
24422EWB1	John Deere Capital Corp Note 2.125% Due 3/7/2025	130,000.00	03/02/2022 2.14%	129,944.10 129,946.91	97.01 3.23%	126,116.77 414.38	0.25% (3,830.14)	A2 / A A	2.85 2.73
06406RBC0	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 4/25/2025	280,000.00	04/19/2022 3.35%	279,960.80 279,960.98	99.86 3.40%	279,609.40 130.28	0.56% (351.58)	A1 / A AA-	2.99 2.82
857477BR3	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	90,000.00	02/02/2022 1.75%	90,000.00 90,000.00	95.27 3.17%	85,740.12 366.66	0.17% (4,259.88)	A1 / A AA-	3.78 3.58
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	40,000.00	09/08/2021 1.09%	39,924.40 39,933.76	91.09 3.25%	36,436.96 51.33	0.07% (3,496.80)	Aa2 / AA AA	4.39 4.21
<b>Total Corporate</b>		<b>6,260,000.00</b>	<b>1.50%</b>	<b>6,346,919.15</b> <b>6,313,584.02</b>	<b>2.81%</b>	<b>6,136,789.30</b> <b>32,721.11</b>	<b>12.39%</b> <b>(176,794.72)</b>	<b>A1 / A+</b> <b>A+</b>	<b>1.80</b> <b>1.71</b>
<b>LAIF</b>									
90LAIF\$00	Local Agency Investment Fund State Pool	12,706,904.21	Various 0.60%	12,706,904.21 12,706,904.21	1.00 0.60%	12,706,904.21 5,432.58	25.53% 0.00	NR / NR NR	0.00 0.00
<b>Total LAIF</b>		<b>12,706,904.21</b>	<b>0.60%</b>	<b>12,706,904.21</b> <b>12,706,904.21</b>	<b>0.60%</b>	<b>12,706,904.21</b> <b>5,432.58</b>	<b>25.53%</b> <b>0.00</b>	<b>NR / NR</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>



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<b>LOCAL GOV INVESTMENT POOL</b>									
09CATR\$05	CalTrust Medium Term Fund	654,590.73	Various 1.80%	6,584,945.33 6,584,945.33	9.87 1.80%	6,460,810.54 0.00	12.97% (124,134.79)	NR / A+ NR	0.00 0.00
<b>Total Local Gov Investment Pool</b>		<b>654,590.73</b>	<b>1.80%</b>	<b>6,584,945.33</b> <b>6,584,945.33</b>	<b>1.80%</b>	<b>6,460,810.54</b> <b>0.00</b>	<b>12.97%</b> <b>(124,134.79)</b>	<b>NR / A+</b> <b>NR</b>	<b>0.00</b> <b>0.00</b>
<b>MONEY MARKET FUND</b>									
31846V203	First American Govt Obligation Fund Class Y	526,261.21	Various 0.01%	526,261.21 526,261.21	1.00 0.01%	526,261.21 0.00	1.06% 0.00	Aaa / AAA AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>526,261.21</b>	<b>0.01%</b>	<b>526,261.21</b> <b>526,261.21</b>	<b>0.01%</b>	<b>526,261.21</b> <b>0.00</b>	<b>1.06%</b> <b>0.00</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>NEGOTIABLE CD</b>									
06417MQY4	Bank of Nova Scotia Houston Yankee CD 0.19% Due 7/28/2022	600,000.00	11/18/2021 0.26%	599,707.04 599,897.29	99.75 1.22%	598,471.80 877.17	1.20% (1,425.49)	P-1 / A-1 F-1+	0.24 0.24
86959RSN1	Svenska Handelsbanken NY Yankee CD 0.2% Due 8/23/2022	500,000.00	10/27/2021 0.27%	499,708.60 499,889.27	99.63 1.35%	498,169.50 697.22	1.00% (1,719.77)	P-1 / A-1+ F-1+	0.32 0.31
55380TXW5	MUFG Bank Yankee CD 0.3% Due 10/25/2022	500,000.00	10/27/2021 0.32%	499,899.59 499,950.90	99.24 1.84%	496,218.00 825.00	1.00% (3,732.90)	P-1 / A-1 F-1	0.49 0.48
<b>Total Negotiable CD</b>		<b>1,600,000.00</b>	<b>0.28%</b>	<b>1,599,315.23</b> <b>1,599,737.46</b>	<b>1.45%</b>	<b>1,592,859.30</b> <b>2,399.39</b>	<b>3.20%</b> <b>(6,878.16)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>0.34</b> <b>0.34</b>
<b>SUPRANATIONAL</b>									
459058JM6	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	165,000.00	11/17/2020 0.32%	164,645.25 164,814.69	96.39 2.62%	159,041.85 179.90	0.32% (5,772.84)	Aaa / AAA AAA	1.57 1.54
459058GQ0	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	225,000.00	01/26/2021 0.26%	240,736.50 234,447.39	99.60 2.72%	224,104.05 656.25	0.45% (10,343.34)	Aaa / AAA AAA	1.89 1.82
4581X0DZ8	Inter-American Dev Bank Note 0.5% Due 9/23/2024	260,000.00	09/15/2021 0.52%	259,807.60 259,846.22	94.60 2.85%	245,957.40 137.22	0.49% (13,888.82)	Aaa / AAA NR	2.40 2.35

## Holdings Report

As of April 30, 2022



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>SUPRANATIONAL</b>									
45950KCR9	International Finance Corp Note 1.375% Due 10/16/2024	160,000.00	07/12/2021 0.54%	164,304.00 163,251.51	96.62 2.80%	154,597.12 91.67	0.31% (8,654.39)	Aaa / AAA NR	2.47 2.39
<b>Total Supranational</b>		<b>810,000.00</b>	<b>0.41%</b>	<b>829,493.35</b> <b>822,359.81</b>	<b>2.75%</b>	<b>783,700.42</b> <b>1,065.04</b>	<b>1.58%</b> <b>(38,659.39)</b>	<b>Aaa / AAA</b> <b>AAA</b>	<b>2.10</b> <b>2.04</b>
<b>US TREASURY</b>									
912828M80	US Treasury Note 2% Due 11/30/2022	750,000.00	Various 0.75%	761,879.29 755,446.57	100.23 1.60%	751,728.75 6,263.73	1.52% (3,717.82)	Aaa / AA+ AAA	0.59 0.58
912828YW4	US Treasury Note 1.625% Due 12/15/2022	750,000.00	02/15/2022 1.00%	753,837.89 752,897.48	99.98 1.66%	749,853.75 4,587.05	1.52% (3,043.73)	Aaa / AA+ AAA	0.63 0.62
912828ZD5	US Treasury Note 0.5% Due 3/15/2023	325,000.00	12/28/2021 0.47%	325,101.56 325,073.23	98.72 1.98%	320,848.78 207.54	0.64% (4,224.45)	Aaa / AA+ AAA	0.87 0.87
912828VB3	US Treasury Note 1.75% Due 5/15/2023	750,000.00	Various 0.79%	761,337.89 757,415.79	99.57 2.17%	746,748.00 6,054.90	1.51% (10,667.79)	Aaa / AA+ AAA	1.04 1.02
912828ZU7	US Treasury Note 0.25% Due 6/15/2023	750,000.00	02/15/2022 1.36%	739,130.86 740,792.67	97.81 2.23%	733,593.75 705.70	1.47% (7,198.92)	Aaa / AA+ AAA	1.13 1.11
912828T26	US Treasury Note 1.375% Due 9/30/2023	750,000.00	Various 1.05%	750,579.29 753,499.26	98.50 2.46%	738,720.75 873.47	1.49% (14,778.51)	Aaa / AA+ AAA	1.42 1.39
912828V80	US Treasury Note 2.25% Due 1/31/2024	750,000.00	Various 0.83%	776,144.53 768,371.86	99.35 2.63%	745,107.75 4,195.44	1.50% (23,264.11)	Aaa / AA+ AAA	1.76 1.70
912828B66	US Treasury Note 2.75% Due 2/15/2024	750,000.00	02/15/2022 1.58%	767,255.86 765,504.24	100.19 2.64%	751,406.25 4,273.14	1.52% (14,097.99)	Aaa / AA+ AAA	1.80 1.73
912828W71	US Treasury Note 2.125% Due 3/31/2024	750,000.00	Various 0.67%	775,839.84 770,759.47	98.96 2.68%	742,236.00 1,349.90	1.49% (28,523.47)	Aaa / AA+ AAA	1.92 1.86
91282CBV2	US Treasury Note 0.375% Due 4/15/2024	500,000.00	Various 0.37%	500,162.11 500,091.36	95.60 2.70%	478,008.00 81.97	0.96% (22,083.36)	Aaa / AA+ AAA	1.96 1.93
912828WJ5	US Treasury Note 2.5% Due 5/15/2024	750,000.00	Various 1.10%	779,783.21 770,955.66	99.58 2.71%	746,835.75 8,649.86	1.52% (24,119.91)	Aaa / AA+ AAA	2.04 1.95
91282CCG4	US Treasury Note 0.25% Due 6/15/2024	400,000.00	06/17/2021 0.43%	397,890.63 398,502.41	94.87 2.75%	379,484.40 376.37	0.76% (19,018.01)	Aaa / AA+ AAA	2.13 2.09



## Holdings Report

As of April 30, 2022



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
<b>US TREASURY</b>									
912828Y87	US Treasury Note 1.75% Due 7/31/2024	300,000.00	01/31/2020 1.35%	305,203.13 302,603.15	97.80 2.76%	293,402.40 1,305.25	0.59% (9,200.75)	Aaa / AA+ AAA	2.25 2.18
91282CCT6	US Treasury Note 0.375% Due 8/15/2024	400,000.00	08/25/2021 0.45%	399,109.38 399,312.95	94.66 2.79%	378,624.80 310.77	0.76% (20,688.15)	Aaa / AA+ AAA	2.30 2.25
91282CDH1	US Treasury Note 0.75% Due 11/15/2024	750,000.00	11/18/2021 0.83%	748,125.00 748,404.88	94.89 2.85%	711,679.50 2,594.96	1.43% (36,725.38)	Aaa / AA+ AAA	2.55 2.48
912828Z52	US Treasury Note 1.375% Due 1/31/2025	750,000.00	02/17/2022 1.71%	742,822.27 743,301.67	96.09 2.86%	720,644.25 2,563.88	1.45% (22,657.42)	Aaa / AA+ AAA	2.76 2.66
912828ZF0	US Treasury Note 0.5% Due 3/31/2025	350,000.00	03/25/2021 0.58%	348,906.26 349,203.81	93.42 2.87%	326,976.65 148.22	0.66% (22,227.16)	Aaa / AA+ AAA	2.92 2.86
912828ZT0	US Treasury Note 0.25% Due 5/31/2025	365,000.00	02/25/2021 0.60%	359,653.32 361,128.38	92.25 2.89%	336,726.74 381.04	0.68% (24,401.64)	Aaa / AA+ AAA	3.09 3.03
9128284Z0	US Treasury Note 2.75% Due 8/31/2025	750,000.00	Various 0.98%	800,092.78 793,294.12	99.48 2.91%	746,133.00 3,474.86	1.51% (47,161.12)	Aaa / AA+ AAA	3.34 3.15
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	750,000.00	Various 0.88%	734,730.47 736,720.98	91.36 2.93%	685,195.50 1,174.45	1.38% (51,525.48)	Aaa / AA+ AAA	3.59 3.51
9128286L9	US Treasury Note 2.25% Due 3/31/2026	750,000.00	02/25/2022 1.91%	760,078.13 759,659.33	97.49 2.93%	731,162.25 1,429.30	1.47% (28,497.08)	Aaa / AA+ AAA	3.92 3.71
912828R36	US Treasury Note 1.625% Due 5/15/2026	250,000.00	10/14/2021 0.99%	257,148.44 256,302.42	95.03 2.94%	237,578.00 1,874.14	0.48% (18,724.42)	Aaa / AA+ AAA	4.04 3.84
912828YG9	US Treasury Note 1.625% Due 9/30/2026	300,000.00	12/28/2021 1.24%	305,296.88 304,921.58	94.57 2.94%	283,710.90 412.91	0.57% (21,210.68)	Aaa / AA+ AAA	4.42 4.21
912828U24	US Treasury Note 2% Due 11/15/2026	625,000.00	03/29/2022 2.56%	609,912.11 610,197.63	95.96 2.96%	599,780.00 5,766.57	1.22% (10,417.63)	Aaa / AA+ AAA	4.55 4.26
<b>Total US Treasury</b>		<b>14,315,000.00</b>	<b>1.07%</b>	<b>14,460,021.13</b> <b>14,424,360.90</b>	<b>2.58%</b>	<b>13,936,185.92</b> <b>59,055.42</b>	<b>28.11%</b> <b>(488,174.98)</b>	<b>Aaa / AA+</b> <b>AAA</b>	<b>2.24</b> <b>2.16</b>
<b>TOTAL PORTFOLIO</b>		<b>44,560,458.94</b>	<b>1.04%</b>	<b>50,798,042.16</b> <b>50,680,235.83</b>	<b>1.91%</b>	<b>49,677,489.30</b> <b>118,614.41</b>	<b>100.00%</b> <b>(1,002,746.53)</b>	<b>Aa1 / AA</b> <b>AAA</b>	<b>1.18</b> <b>1.08</b>
<b>TOTAL MARKET VALUE PLUS ACCRUED</b>						<b>49,796,103.71</b>			



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	04/01/2022	31846V203	3.23	First American Govt Obligation Fund Class Y	1.000	0.01%	3.23	0.00	3.23	0.00
Purchase	04/06/2022	31846V203	501,216.67	First American Govt Obligation Fund Class Y	1.000	0.01%	501,216.67	0.00	501,216.67	0.00
Purchase	04/08/2022	31846V203	534.38	First American Govt Obligation Fund Class Y	1.000	0.01%	534.38	0.00	534.38	0.00
Purchase	04/08/2022	31846V203	285,000.00	First American Govt Obligation Fund Class Y	1.000	0.01%	285,000.00	0.00	285,000.00	0.00
Purchase	04/13/2022	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	99.998	2.95%	114,997.31	0.00	114,997.31	0.00
Purchase	04/15/2022	31846V203	937.50	First American Govt Obligation Fund Class Y	1.000	0.01%	937.50	0.00	937.50	0.00
Purchase	04/15/2022	31846V203	258.50	First American Govt Obligation Fund Class Y	1.000	0.01%	258.50	0.00	258.50	0.00
Purchase	04/15/2022	31846V203	38.46	First American Govt Obligation Fund Class Y	1.000	0.01%	38.46	0.00	38.46	0.00
Purchase	04/15/2022	31846V203	242.96	First American Govt Obligation Fund Class Y	1.000	0.01%	242.96	0.00	242.96	0.00
Purchase	04/15/2022	31846V203	18.00	First American Govt Obligation Fund Class Y	1.000	0.01%	18.00	0.00	18.00	0.00
Purchase	04/15/2022	31846V203	30.33	First American Govt Obligation Fund Class Y	1.000	0.01%	30.33	0.00	30.33	0.00
Purchase	04/15/2022	31846V203	26.67	First American Govt Obligation Fund Class Y	1.000	0.01%	26.67	0.00	26.67	0.00
Purchase	04/15/2022	31846V203	6,579.44	First American Govt Obligation Fund Class Y	1.000	0.01%	6,579.44	0.00	6,579.44	0.00
Purchase	04/15/2022	31846V203	15,914.67	First American Govt Obligation Fund Class Y	1.000	0.01%	15,914.67	0.00	15,914.67	0.00
Purchase	04/15/2022	31846V203	6,699.18	First American Govt Obligation Fund Class Y	1.000	0.01%	6,699.18	0.00	6,699.18	0.00
Purchase	04/15/2022	31846V203	3,474.04	First American Govt Obligation Fund Class Y	1.000	0.01%	3,474.04	0.00	3,474.04	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	04/15/2022	31846V203	14,686.62	First American Govt Obligation Fund Class Y	1.000	0.01%	14,686.62	0.00	14,686.62	0.00
Purchase	04/15/2022	31846V203	3,554.49	First American Govt Obligation Fund Class Y	1.000	0.01%	3,554.49	0.00	3,554.49	0.00
Purchase	04/15/2022	90LAIF\$00	10,005.05	Local Agency Investment Fund State Pool	1.000	0.42%	10,005.05	0.00	10,005.05	0.00
Purchase	04/16/2022	31846V203	1,241.43	First American Govt Obligation Fund Class Y	1.000	0.01%	1,241.43	0.00	1,241.43	0.00
Purchase	04/18/2022	31846V203	3,136.48	First American Govt Obligation Fund Class Y	1.000	0.01%	3,136.48	0.00	3,136.48	0.00
Purchase	04/20/2022	31846V203	47.00	First American Govt Obligation Fund Class Y	1.000	0.01%	47.00	0.00	47.00	0.00
Purchase	04/20/2022	31846V203	6,050.51	First American Govt Obligation Fund Class Y	1.000	0.01%	6,050.51	0.00	6,050.51	0.00
Purchase	04/21/2022	31846V203	18.00	First American Govt Obligation Fund Class Y	1.000	0.01%	18.00	0.00	18.00	0.00
Purchase	04/21/2022	31846V203	62.33	First American Govt Obligation Fund Class Y	1.000	0.01%	62.33	0.00	62.33	0.00
Purchase	04/25/2022	31846V203	77.92	First American Govt Obligation Fund Class Y	1.000	0.01%	77.92	0.00	77.92	0.00
Purchase	04/25/2022	31846V203	758.54	First American Govt Obligation Fund Class Y	1.000	0.01%	758.54	0.00	758.54	0.00
Purchase	04/25/2022	31846V203	13.75	First American Govt Obligation Fund Class Y	1.000	0.01%	13.75	0.00	13.75	0.00
Purchase	04/25/2022	31846V203	36,228.05	First American Govt Obligation Fund Class Y	1.000	0.01%	36,228.05	0.00	36,228.05	0.00
Purchase	04/26/2022	06406RBC0	280,000.00	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 4/25/2025	99.986	3.35%	279,960.80	0.00	279,960.80	0.00
Purchase	04/29/2022	09CATR\$05	463.00	CalTrust Medium Term Fund	9.870	1.29%	4,569.81	0.00	4,569.81	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
<b>Subtotal</b>			<b>1,292,317.20</b>				<b>1,296,382.12</b>	<b>0.00</b>	<b>1,296,382.12</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>1,292,317.20</b>				<b>1,296,382.12</b>	<b>0.00</b>	<b>1,296,382.12</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Sale	04/13/2022	31846V203	114,997.31	First American Govt Obligation Fund Class Y	1.000	0.01%	114,997.31	0.00	114,997.31	0.00
Sale	04/26/2022	31846V203	279,960.80	First American Govt Obligation Fund Class Y	1.000	0.01%	279,960.80	0.00	279,960.80	0.00
<b>Subtotal</b>			<b>394,958.11</b>				<b>394,958.11</b>	<b>0.00</b>	<b>394,958.11</b>	<b>0.00</b>
Paydown	04/15/2022	43815BAC4	0.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	100.000		0.00	258.50	258.50	0.00
Paydown	04/15/2022	43815NAC8	6,518.66	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	100.000		6,518.66	60.78	6,579.44	0.00
Paydown	04/15/2022	47787JAC2	0.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	100.000		0.00	242.96	242.96	0.00
Paydown	04/15/2022	47788UAC6	0.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	100.000		0.00	18.00	18.00	0.00
Paydown	04/15/2022	47789JAD8	15,828.90	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	100.000		15,828.90	85.77	15,914.67	0.00
Paydown	04/15/2022	47789QAC4	0.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	100.000		0.00	30.33	30.33	0.00
Paydown	04/15/2022	58769KAD6	0.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	100.000		0.00	26.67	26.67	0.00
Paydown	04/15/2022	65479JAD5	6,604.60	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	100.000		6,604.60	94.58	6,699.18	0.00
Paydown	04/15/2022	89231PAD0	3,464.86	Toyota Auto Receivables Trust 2018-D A3 3.18% Due 3/15/2023	100.000		3,464.86	9.18	3,474.04	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Paydown	04/15/2022	89232HAC9	14,489.22	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	100.000		14,489.22	197.40	14,686.62	0.00
Paydown	04/15/2022	89236XAC0	3,534.07	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	100.000		3,534.07	20.42	3,554.49	0.00
Paydown	04/15/2022	89238JAC9	0.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	100.000		0.00	38.46	38.46	0.00
Paydown	04/18/2022	43813KAC6	3,110.27	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	100.000		3,110.27	26.21	3,136.48	0.00
Paydown	04/20/2022	92290BAA9	0.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	100.000		0.00	47.00	47.00	0.00
Paydown	04/20/2022	92348AAA3	5,980.64	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	100.000		5,980.64	69.87	6,050.51	0.00
Paydown	04/21/2022	43813GAC5	0.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	100.000		0.00	18.00	18.00	0.00
Paydown	04/21/2022	43815GAC3	0.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	100.000		0.00	62.33	62.33	0.00
Paydown	04/25/2022	05601XAC3	0.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	100.000		0.00	77.92	77.92	0.00
Paydown	04/25/2022	09690AAC7	0.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	100.000		0.00	13.75	13.75	0.00
Paydown	04/25/2022	3137B4GY6	0.00	FHLMC K032 A2Due 5/25/2023	100.000		0.00	758.54	758.54	0.00
Paydown	04/25/2022	3137BM6P6	35,973.95	FHLMC K721 A2Due 8/25/2022	100.000		35,973.95	254.10	36,228.05	0.00
<b>Subtotal</b>			<b>95,505.17</b>				<b>95,505.17</b>	<b>2,410.77</b>	<b>97,915.94</b>	<b>0.00</b>
Maturity	04/06/2022	06367CDX2	500,000.00	Bank of Montreal Chicago Yankee CD 0.24% Due 4/6/2022	100.000		500,000.00	1,216.67	501,216.67	0.00

## Transaction Ledger

As of April 30, 2022



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>DISPOSITIONS</b>										
Maturity	04/08/2022	3133ELWD2	285,000.00	FFCB Note 0.375% Due 4/8/2022	100.000		285,000.00	0.00	285,000.00	0.00
<b>Subtotal</b>			<b>785,000.00</b>				<b>785,000.00</b>	<b>1,216.67</b>	<b>786,216.67</b>	<b>0.00</b>
<b>TOTAL DISPOSITIONS</b>			<b>1,275,463.28</b>				<b>1,275,463.28</b>	<b>3,627.44</b>	<b>1,279,090.72</b>	<b>0.00</b>
<b>OTHER TRANSACTIONS</b>										
Interest	04/08/2022	3133ELWD2	285,000.00	FFCB Note 0.375% Due 4/8/2022	0.000		534.38	0.00	534.38	0.00
Interest	04/15/2022	91282CBV2	500,000.00	US Treasury Note 0.375% Due 4/15/2024	0.000		937.50	0.00	937.50	0.00
Interest	04/16/2022	3137EAEY1	225,000.00	FHLMC Note 0.125% Due 10/16/2023	0.000		140.63	0.00	140.63	0.00
Interest	04/16/2022	45950KCR9	160,000.00	International Finance Corp Note 1.375% Due 10/16/2024	0.000		1,100.80	0.00	1,100.80	0.00
<b>Subtotal</b>			<b>1,170,000.00</b>				<b>2,713.31</b>	<b>0.00</b>	<b>2,713.31</b>	<b>0.00</b>
Dividend	04/01/2022	31846V203	34,370.17	First American Govt Obligation Fund Class Y	0.000		3.23	0.00	3.23	0.00
Dividend	04/15/2022	90LAIF\$00	1,142,564,636.66	Local Agency Investment Fund State Pool	0.000		10,005.05	0.00	10,005.05	0.00
Dividend	04/29/2022	09CATR\$05	654,127.73	CalTrust Medium Term Fund	0.000		4,569.81	0.00	4,569.81	0.00
<b>Subtotal</b>			<b>1,143,253,134.56</b>				<b>14,578.09</b>	<b>0.00</b>	<b>14,578.09</b>	<b>0.00</b>
<b>TOTAL OTHER TRANSACTIONS</b>			<b>1,144,423,134.56</b>				<b>17,291.40</b>	<b>0.00</b>	<b>17,291.40</b>	<b>0.00</b>

## Income Earned

As of April 30, 2022



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
<b>FIXED INCOME</b>						
023135BW5	Amazon.com Inc Note 0.45% Due 05/12/2024	05/10/2021 05/12/2021 130,000.00	129,866.31 0.00 0.00 129,871.50	225.88 0.00 274.63 48.75	5.19 0.00 5.19 53.94	53.94
037833AK6	Apple Inc Note 2.4% Due 05/03/2023	03/11/2019 03/13/2019 200,000.00	199,203.90 0.00 0.00 199,264.06	1,973.33 0.00 2,373.33 400.00	60.16 0.00 60.16 460.16	460.16
037833DE7	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 01/13/2023	11/21/2019 11/25/2019 200,000.00	200,769.84 0.00 0.00 200,679.62	1,040.00 0.00 1,440.00 400.00	0.00 90.22 (90.22) 309.78	309.78
05601XAC3	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 03/25/2025	01/11/2022 01/19/2022 85,000.00	84,988.44 0.00 0.00 84,988.92	15.58 77.92 15.58 77.92	0.48 0.00 0.48 78.40	78.40
06406FAD5	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 08/16/2023	04/11/2019 04/15/2019 200,000.00	198,192.93 0.00 0.00 198,300.92	550.00 0.00 916.67 366.67	107.99 0.00 107.99 474.66	474.66
06406RBC0	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 04/25/2025	04/19/2022 04/26/2022 280,000.00	0.00 279,960.80 0.00 279,960.98	0.00 0.00 130.28 130.28	0.18 0.00 0.18 130.46	130.46
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	09/08/2021 09/15/2021 50,000.00	49,996.07 0.00 0.00 49,996.26	2.75 13.75 2.75 13.75	0.19 0.00 0.19 13.94	13.94
14913R2L0	Caterpillar Financial Service Note 0.45% Due 05/17/2024	Various Various 500,000.00	497,820.52 0.00 0.00 497,904.67	837.51 0.00 1,025.00 187.49	84.15 0.00 84.15 271.64	271.64
24422ETV1	John Deere Capital Corp Note 2.15% Due 09/08/2022	04/17/2019 04/22/2019 305,000.00	304,203.39 0.00 0.00 304,352.76	418.95 0.00 965.41 546.46	149.37 0.00 149.37 695.83	695.83

## Income Earned

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CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
24422EWB1	John Deere Capital Corp Note 2.125% Due 03/07/2025	03/02/2022 03/07/2022 130,000.00	129,945.38 0.00 0.00 129,946.91	184.17 0.00 414.38 230.21	1.53 0.00 1.53 231.74	231.74
3130A0F70	FHLB Note 3.375% Due 12/08/2023	10/30/2019 10/31/2019 350,000.00	359,361.84 0.00 0.00 358,905.91	3,707.81 0.00 4,692.19 984.38	0.00 455.93 (455.93) 528.45	528.45
3130A1XJ2	FHLB Note 2.875% Due 06/14/2024	03/24/2020 03/25/2020 155,000.00	161,270.31 0.00 0.00 161,036.63	1,324.50 0.00 1,695.85 371.35	0.00 233.68 (233.68) 137.67	137.67
3130ADRG9	FHLB Note 2.75% Due 03/10/2023	04/11/2019 04/12/2019 350,000.00	351,280.37 0.00 0.00 351,168.38	561.46 0.00 1,363.54 802.08	0.00 111.99 (111.99) 690.09	690.09
3133ELWD2	FFCB Note Due 04/08/2022	04/03/2020 04/08/2020 0.00	284,995.96 0.00 285,000.00 0.00	513.59 534.38 0.00 20.79	4.04 0.00 4.04 24.83	24.83
3133ELYR9	FFCB Note 0.25% Due 05/06/2022	04/30/2020 05/06/2020 325,000.00	324,980.21 0.00 0.00 324,997.17	327.26 0.00 394.97 67.71	16.96 0.00 16.96 84.67	84.67
3133ENKS8	FFCB Note 1.125% Due 01/06/2025	Various Various 750,000.00	740,465.47 0.00 0.00 740,748.40	1,875.00 0.00 2,578.12 703.12	282.93 0.00 282.93 986.05	986.05
3133ENPG9	FFCB Note 1.75% Due 02/14/2025	02/10/2022 02/15/2022 415,000.00	413,937.49 0.00 0.00 413,967.84	927.99 0.00 1,533.19 605.20	30.35 0.00 30.35 635.55	635.55
3134GVJ66	FHLMC Note 0.25% Due 06/08/2022	06/04/2020 06/08/2020 350,000.00	349,980.44 0.00 0.00 349,989.07	274.65 0.00 347.57 72.92	8.63 0.00 8.63 81.55	81.55



## Income Earned

As of April 30, 2022



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3135G04Q3	FNMA Note 0.25% Due 05/22/2023	05/20/2020 05/22/2020 245,000.00	244,719.84 0.00 0.00 244,740.04	219.48 0.00 270.52 51.04	20.20 0.00 20.20 71.24	71.24
3135G05G4	FNMA Note 0.25% Due 07/10/2023	07/08/2020 07/10/2020 250,000.00	249,771.75 0.00 0.00 249,786.47	140.63 0.00 192.71 52.08	14.72 0.00 14.72 66.80	66.80
3135G06G3	FNMA Note 0.5% Due 11/07/2025	11/18/2020 11/19/2020 350,000.00	349,738.47 0.00 0.00 349,744.43	700.00 0.00 845.83 145.83	5.96 0.00 5.96 151.79	151.79
3135G0U43	FNMA Note 2.875% Due 09/12/2023	09/25/2019 09/26/2019 350,000.00	356,105.98 0.00 0.00 355,759.71	531.08 0.00 1,369.62 838.54	0.00 346.27 (346.27) 492.27	492.27
3137B4GY6	FHLMC K032 A2 3.31% Due 05/25/2023	07/23/2019 07/26/2019 275,000.00	278,259.11 0.00 0.00 278,025.76	151.71 758.54 151.71 758.54	0.00 233.35 (233.35) 525.19	525.19
3137BM6P6	FHLMC K721 A2 3.09% Due 08/25/2022	06/26/2019 06/28/2019 62,704.29	99,020.59 0.00 35,973.95 62,877.13	254.10 254.10 161.46 161.46	0.00 169.51 (169.51) (8.05)	(8.05)
3137EAER6	FHLMC Note 0.375% Due 05/05/2023	05/05/2020 05/07/2020 305,000.00	304,953.24 0.00 0.00 304,956.75	463.85 0.00 559.17 95.32	3.51 0.00 3.51 98.83	98.83
3137EAES4	FHLMC Note 0.25% Due 06/26/2023	06/24/2020 06/26/2020 300,000.00	299,639.20 0.00 0.00 299,663.20	197.92 0.00 260.42 62.50	24.00 0.00 24.00 86.50	86.50
3137EAET2	FHLMC Note 0.125% Due 07/25/2022	07/21/2020 07/23/2020 170,000.00	169,939.64 0.00 0.00 169,955.39	38.96 0.00 56.67 17.71	15.75 0.00 15.75 33.46	33.46

## Income Earned

As of April 30, 2022



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
3137EAEV7	FHLMC Note 0.25% Due 08/24/2023	08/19/2020 08/21/2020 300,000.00	299,857.87 0.00 0.00 299,866.23	77.08 0.00 139.58 62.50	8.36 0.00 8.36 70.86	70.86
3137EAEW5	FHLMC Note 0.25% Due 09/08/2023	09/11/2020 09/14/2020 300,000.00	300,044.83 0.00 0.00 300,042.27	47.92 0.00 110.42 62.50	0.00 2.56 (2.56) 59.94	59.94
3137EAEY1	FHLMC Note 0.125% Due 10/16/2023	10/14/2020 10/16/2020 225,000.00	224,568.50 0.00 0.00 224,591.49	128.91 140.63 11.72 23.44	22.99 0.00 22.99 46.43	46.43
3137EAEZ8	FHLMC Note 0.25% Due 11/06/2023	11/03/2020 11/05/2020 335,000.00	334,839.35 0.00 0.00 334,847.60	337.33 0.00 407.12 69.79	8.25 0.00 8.25 78.04	78.04
43813GAC5	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 04/21/2025	02/17/2021 02/24/2021 80,000.00	79,999.06 0.00 0.00 79,999.10	6.00 18.00 6.00 18.00	0.04 0.00 0.04 18.04	18.04
43813KAC6	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	09/22/2020 09/29/2020 81,889.73	84,993.50 0.00 3,110.27 81,883.78	11.36 26.21 10.94 25.79	0.55 0.00 0.55 26.34	26.34
43815BAC4	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 05/15/2026	02/15/2022 02/23/2022 165,000.00	164,975.96 0.00 0.00 164,976.59	137.87 258.50 137.87 258.50	0.63 0.00 0.63 259.13	259.13
43815GAC3	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 01/21/2026	11/16/2021 11/24/2021 85,000.00	84,984.02 0.00 0.00 84,984.47	20.78 62.33 20.78 62.33	0.45 0.00 0.45 62.78	62.78
43815NAC8	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 08/15/2023	08/20/2019 08/27/2019 34,454.60	40,973.21 0.00 6,518.66 34,454.57	32.41 60.78 27.26 55.63	0.02 0.00 0.02 55.65	55.65

## Income Earned

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CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
4581X0DZ8	Inter-American Dev Bank Note 0.5% Due 09/23/2024	09/15/2021 09/23/2021 260,000.00	259,840.95 0.00 0.00 259,846.22	28.89 0.00 137.22 108.33	5.27 0.00 5.27 113.60	113.60
459058GQ0	Intl. Bank Recon & Development Note 2.5% Due 03/19/2024	01/26/2021 01/28/2021 225,000.00	234,859.34 0.00 0.00 234,447.39	187.50 0.00 656.25 468.75	0.00 411.95 (411.95) 56.80	56.80
459058JM6	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	11/17/2020 11/24/2020 165,000.00	164,804.97 0.00 0.00 164,814.69	145.52 0.00 179.90 34.38	9.72 0.00 9.72 44.10	44.10
459200JX0	IBM Corp Note 2.85% Due 05/13/2022	05/16/2019 05/20/2019 200,000.00	200,011.57 0.00 0.00 200,003.31	2,185.00 0.00 2,660.00 475.00	0.00 8.26 (8.26) 466.74	466.74
45950KCR9	International Finance Corp Note 1.375% Due 10/16/2024	07/12/2021 07/14/2021 160,000.00	163,360.01 0.00 0.00 163,251.51	1,008.33 1,100.80 91.67 184.14	0.00 108.50 (108.50) 75.64	75.64
46647PAH9	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 03/01/2025	Various Various 500,000.00	520,793.62 0.00 0.00 519,902.46	1,341.67 0.00 2,683.33 1,341.66	0.00 891.16 (891.16) 450.50	450.50
47787JAC2	John Deere Owner Trust 2022-A A3 2.32% Due 09/16/2026	03/10/2022 03/16/2022 130,000.00	129,971.60 0.00 0.00 129,972.27	125.67 242.96 134.04 251.33	0.67 0.00 0.67 252.00	252.00
47788UAC6	John Deere Owner Trust 2021-A A3 0.36% Due 09/15/2025	03/02/2021 03/10/2021 60,000.00	59,991.86 0.00 0.00 59,992.13	9.60 18.00 9.60 18.00	0.27 0.00 0.27 18.27	18.27
47789JAD8	John Deere Owner Trust 2019-A A3 2.91% Due 07/17/2023	Various Various 19,538.07	35,492.47 0.00 15,828.90 19,592.10	45.74 85.77 25.27 65.30	0.00 71.47 (71.47) (6.17)	(6.17)

## Income Earned

As of April 30, 2022



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
47789QAC4	John Deere Owner Trust 2021-B A3 0.52% Due 03/16/2026	07/13/2021 07/21/2021 70,000.00	69,994.95 0.00 0.00 69,995.09	16.18 30.33 16.18 30.33	0.14 0.00 0.14 30.47	30.47
58769KAD6	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	06/22/2021 06/29/2021 80,000.00	79,995.75 0.00 0.00 79,995.95	14.22 26.67 14.22 26.67	0.20 0.00 0.20 26.87	26.87
594918BX1	Microsoft Callable Note Cont 12/6/2023 2.875% Due 02/06/2024	03/05/2020 03/09/2020 200,000.00	205,982.79 0.00 0.00 205,690.48	878.47 0.00 1,357.64 479.17	0.00 292.31 (292.31) 186.86	186.86
65479JAD5	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 07/15/2024	10/16/2019 10/23/2019 52,204.64	58,807.74 0.00 6,604.60 52,203.36	50.45 94.58 44.78 88.91	0.22 0.00 0.22 89.13	89.13
69371RR40	Paccar Financial Corp Note 0.5% Due 08/09/2024	08/03/2021 08/09/2021 80,000.00	79,966.06 0.00 0.00 79,967.25	57.78 0.00 91.11 33.33	1.19 0.00 1.19 34.52	34.52
69371RR57	Paccar Financial Corp Note 0.9% Due 11/08/2024	11/02/2021 11/08/2021 175,000.00	174,990.88 0.00 0.00 174,991.17	625.63 0.00 756.88 131.25	0.29 0.00 0.29 131.54	131.54
747525AR4	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 01/30/2023	Various Various 500,000.00	507,338.59 0.00 0.00 506,532.15	2,202.78 0.00 3,286.11 1,083.33	0.00 806.44 (806.44) 276.89	276.89
78015K7C2	Royal Bank of Canada Note 2.25% Due 11/01/2024	Various Various 500,000.00	517,441.67 0.00 0.00 516,887.96	4,687.51 0.00 5,625.00 937.49	0.00 553.71 (553.71) 383.78	383.78
79466LAG9	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 07/15/2024	06/29/2021 07/12/2021 35,000.00	34,986.42 0.00 0.00 34,986.91	46.18 0.00 64.41 18.23	0.49 0.00 0.49 18.72	18.72

## Income Earned

As of April 30, 2022



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808513BN4	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 03/18/2024	Various Various 245,000.00	245,758.72 0.00 0.00 245,725.58	66.36 0.00 219.48 153.12	1.30 34.44 (33.14) 119.98	119.98
857477BR3	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 02/06/2026	02/02/2022 02/07/2022 90,000.00	90,000.00 0.00 0.00 90,000.00	235.71 0.00 366.66 130.95	0.00 0.00 0.00 130.95	130.95
89114QCB2	Toronto Dominion Bank Note 3.25% Due 03/11/2024	Various Various 500,000.00	516,322.77 0.00 0.00 515,633.08	902.78 0.00 2,256.95 1,354.17	0.00 689.69 (689.69) 664.48	664.48
89231PAD0	Toyota Auto Receivables Trust 2018-D A3 Due 03/15/2023	08/29/2019 08/30/2019 0.00	3,484.79 0.00 3,464.86 0.00	4.90 9.18 0.00 4.28	0.00 19.93 (19.93) (15.65)	(15.65)
89232HAC9	Toyota Auto Receivable Own 2020-A A3 1.66% Due 05/15/2024	07/06/2020 07/08/2020 128,206.01	144,426.86 0.00 14,489.22 129,701.59	105.28 197.40 94.59 186.71	0.00 236.05 (236.05) (49.34)	(49.34)
89236TEL5	Toyota Motor Credit Corp Note 2.7% Due 01/11/2023	04/25/2019 04/29/2019 200,000.00	199,969.67 0.00 0.00 199,972.86	1,200.00 0.00 1,650.00 450.00	3.19 0.00 3.19 453.19	453.19
89236TJH9	Toyota Motor Credit Corp Note 0.5% Due 06/18/2024	12/06/2021 12/08/2021 300,000.00	296,239.86 0.00 0.00 296,379.30	429.17 0.00 554.17 125.00	139.44 0.00 139.44 264.44	264.44
89236XAC0	Toyota Auto Receivables 2020-D A3 0.35% Due 01/15/2025	10/06/2020 10/13/2020 66,465.93	69,991.45 0.00 3,534.07 66,458.05	10.89 20.42 10.34 19.87	0.67 0.00 0.67 20.54	20.54
89238FAD5	Toyota Auto Receivables OT 2022-B A3 2.93% Due 09/15/2026	04/07/2022 04/13/2022 115,000.00	0.00 114,997.31 0.00 114,997.35	0.00 0.00 168.48 168.48	0.04 0.00 0.04 168.52	168.52

## Income Earned

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CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
89238JAC9	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 04/15/2026	11/09/2021 11/15/2021 65,000.00	64,998.78 0.00 0.00 64,998.81	20.51 38.46 20.51 38.46	0.03 0.00 0.03 38.49	38.49
90331HNV1	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 07/24/2023	05/17/2019 05/21/2019 250,000.00	252,007.60 0.00 0.00 251,873.17	1,581.94 0.00 2,290.28 708.34	0.00 134.43 (134.43) 573.91	573.91
9128284Z0	US Treasury Note 2.75% Due 08/31/2025	Various Various 750,000.00	794,360.48 0.00 0.00 793,294.12	1,793.48 0.00 3,474.86 1,681.38	0.00 1,066.36 (1,066.36) 615.02	615.02
9128286L9	US Treasury Note 2.25% Due 03/31/2026	02/25/2022 02/28/2022 750,000.00	759,861.98 0.00 0.00 759,659.33	46.11 0.00 1,429.30 1,383.19	0.00 202.65 (202.65) 1,180.54	1,180.54
912828B66	US Treasury Note 2.75% Due 02/15/2024	02/15/2022 02/16/2022 750,000.00	766,214.35 0.00 0.00 765,504.24	2,563.88 0.00 4,273.14 1,709.26	0.00 710.11 (710.11) 999.15	999.15
912828M80	US Treasury Note 2% Due 11/30/2022	Various Various 750,000.00	756,213.69 0.00 0.00 755,446.57	5,027.47 0.00 6,263.73 1,236.26	0.00 767.12 (767.12) 469.14	469.14
912828R36	US Treasury Note 1.625% Due 05/15/2026	10/14/2021 10/15/2021 250,000.00	256,430.61 0.00 0.00 256,302.42	1,537.47 0.00 1,874.14 336.67	0.00 128.19 (128.19) 208.48	208.48
912828T26	US Treasury Note 1.375% Due 09/30/2023	Various Various 750,000.00	753,702.32 0.00 0.00 753,499.26	28.18 0.00 873.47 845.29	131.95 335.01 (203.06) 642.23	642.23
912828U24	US Treasury Note 2% Due 11/15/2026	03/29/2022 03/30/2022 625,000.00	609,929.95 0.00 0.00 610,197.63	4,730.66 0.00 5,766.57 1,035.91	267.68 0.00 267.68 1,303.59	1,303.59

## Income Earned

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CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
912828V80	US Treasury Note 2.25% Due 01/31/2024	Various Various 750,000.00	769,233.05 0.00 0.00 768,371.86	2,796.96 0.00 4,195.44 1,398.48	0.00 861.19 (861.19) 537.29	537.29
912828VB3	US Treasury Note 1.75% Due 05/15/2023	Various Various 750,000.00	758,002.79 0.00 0.00 757,415.79	4,967.19 0.00 6,054.90 1,087.71	0.00 587.00 (587.00) 500.71	500.71
912828W71	US Treasury Note 2.125% Due 03/31/2024	Various Various 750,000.00	771,649.17 0.00 0.00 770,759.47	43.55 0.00 1,349.90 1,306.35	0.00 889.70 (889.70) 416.65	416.65
912828WJ5	US Treasury Note 2.5% Due 05/15/2024	Various Various 750,000.00	771,799.52 0.00 0.00 770,955.66	7,096.00 0.00 8,649.86 1,553.86	0.00 843.86 (843.86) 710.00	710.00
912828Y87	US Treasury Note 1.75% Due 07/31/2024	01/31/2020 01/31/2020 300,000.00	302,698.15 0.00 0.00 302,603.15	870.17 0.00 1,305.25 435.08	0.00 95.00 (95.00) 340.08	340.08
912828YG9	US Treasury Note 1.625% Due 09/30/2026	12/28/2021 12/29/2021 300,000.00	305,013.12 0.00 0.00 304,921.58	13.32 0.00 412.91 399.59	0.00 91.54 (91.54) 308.05	308.05
912828YW4	US Treasury Note 1.625% Due 12/15/2022	02/15/2022 02/16/2022 750,000.00	753,278.73 0.00 0.00 752,897.48	3,582.59 0.00 4,587.05 1,004.46	0.00 381.25 (381.25) 623.21	623.21
912828Z52	US Treasury Note 1.375% Due 01/31/2025	02/17/2022 02/18/2022 750,000.00	743,101.92 0.00 0.00 743,301.67	1,709.25 0.00 2,563.88 854.63	199.75 0.00 199.75 1,054.38	1,054.38
912828ZD5	US Treasury Note 0.5% Due 03/15/2023	12/28/2021 12/29/2021 325,000.00	325,080.14 0.00 0.00 325,073.23	75.07 0.00 207.54 132.47	0.00 6.91 (6.91) 125.56	125.56

## Income Earned

As of April 30, 2022



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
912828ZF0	US Treasury Note 0.5% Due 03/31/2025	03/25/2021 03/29/2021 350,000.00	349,181.38 0.00 0.00 349,203.81	4.78 0.00 148.22 143.44	22.43 0.00 22.43 165.87	165.87
912828ZT0	US Treasury Note 0.25% Due 05/31/2025	02/25/2021 02/26/2021 365,000.00	361,025.23 0.00 0.00 361,128.38	305.84 0.00 381.04 75.20	103.15 0.00 103.15 178.35	178.35
912828ZU7	US Treasury Note 0.25% Due 06/15/2023	02/15/2022 02/16/2022 750,000.00	740,118.96 0.00 0.00 740,792.67	551.17 0.00 705.70 154.53	673.71 0.00 673.71 828.24	828.24
91282CAZ4	US Treasury Note 0.375% Due 11/30/2025	Various Various 750,000.00	736,416.65 0.00 0.00 736,720.98	942.65 0.00 1,174.45 231.80	304.33 0.00 304.33 536.13	536.13
91282CBV2	US Treasury Note 0.375% Due 04/15/2024	Various Various 500,000.00	500,095.20 0.00 0.00 500,091.36	865.39 937.50 81.97 154.08	4.89 8.73 (3.84) 150.24	150.24
91282CCG4	US Treasury Note 0.25% Due 06/15/2024	06/17/2021 06/18/2021 400,000.00	398,444.51 0.00 0.00 398,502.41	293.96 0.00 376.37 82.41	57.90 0.00 57.90 140.31	140.31
91282CCT6	US Treasury Note 0.375% Due 08/15/2024	08/25/2021 08/26/2021 400,000.00	399,288.32 0.00 0.00 399,312.95	186.46 0.00 310.77 124.31	24.63 0.00 24.63 148.94	148.94
91282CDH1	US Treasury Note 0.75% Due 11/15/2024	11/18/2021 11/19/2021 750,000.00	748,353.37 0.00 0.00 748,404.88	2,128.80 0.00 2,594.96 466.16	51.51 0.00 51.51 517.67	517.67
91324PEB4	United Health Group Inc Callable Note Cont 5/15/2022 0.55% Due 05/15/2024	11/24/2021 11/29/2021 500,000.00	494,614.70 0.00 0.00 494,823.16	1,038.89 0.00 1,268.06 229.17	208.46 0.00 208.46 437.63	437.63



## Income Earned

As of April 30, 2022



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
92290BAA9	Verizon Owner Trust 2020-B A 0.47% Due 02/20/2025	08/04/2020 08/12/2020 120,000.00	119,983.90 0.00 0.00 119,984.36	17.23 47.00 17.23 47.00	0.46 0.00 0.46 47.46	47.46
92348AAA3	Verizon Owner Trust 2019-C A1A 1.94% Due 04/22/2024	10/01/2019 10/08/2019 37,239.52	43,218.65 0.00 5,980.64 37,238.27	25.62 69.87 22.07 66.32	0.26 0.00 0.26 66.58	66.58
931142ER0	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 09/17/2026	09/08/2021 09/17/2021 40,000.00	39,932.51 0.00 0.00 39,933.76	16.33 0.00 51.33 35.00	1.25 0.00 1.25 36.25	36.25
			29,257,718.08 394,958.11 380,505.17 29,262,387.62	79,730.95 5,124.08 110,782.44 36,175.57	3,093.07 12,876.47 (9,783.40) 26,392.17	26,392.17
<b>Total Fixed Income</b>		<b>29,072,702.79</b>				

## CASH &amp; EQUIVALENT

06367CDX2	Bank of Montreal Chicago Yankee CD Due 04/06/2022	11/23/2021 11/23/2021 0.00	500,002.75 0.00 500,000.00 0.00	430.00 1,216.67 0.00 786.67	0.00 2.75 (2.75) 783.92	783.92
06417MQY4	Bank of Nova Scotia Houston Yankee CD 0.19% Due 07/28/2022	11/18/2021 11/19/2021 600,000.00	599,862.27 0.00 0.00 599,897.29	782.17 0.00 877.17 95.00	35.02 0.00 35.02 130.02	130.02
31846V203	First American Govt Obligation Fund Class Y	Various Various 526,261.21	34,370.17 886,849.15 394,958.11 526,261.21	0.00 3.23 0.00 3.23	0.00 0.00 0.00 3.23	3.23
55380TXW5	MUFG Bank Yankee CD 0.3% Due 10/25/2022	10/27/2021 10/28/2021 500,000.00	499,942.58 0.00 0.00 499,950.90	700.00 0.00 825.00 125.00	8.32 0.00 8.32 133.32	133.32

## Income Earned

As of April 30, 2022



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income
86959RSN1	Svenska Handelsbanken NY	10/27/2021	499,860.13	613.89	29.14	112.47
	Yankee CD	10/27/2021	0.00	0.00	0.00	
	0.2% Due 08/23/2022	500,000.00	0.00	697.22	29.14	
			499,889.27	83.33	112.47	
			<b>2,134,037.90</b>	<b>2,526.06</b>	<b>72.48</b>	
			<b>886,849.15</b>	<b>1,219.90</b>	<b>2.75</b>	
			<b>894,958.11</b>	<b>2,399.39</b>	<b>69.73</b>	
<b>Total Cash &amp; Equivalent</b>		<b>2,126,261.21</b>	<b>2,125,998.67</b>	<b>1,093.23</b>	<b>1,162.96</b>	<b>1,162.96</b>
<b>LOCAL AGENCY INVESTMENT FUND</b>						
90LAIF\$00	Local Agency Investment Fund	01/15/2021	12,696,899.16	9,102.59	0.00	6,335.04
	State Pool	01/15/2021	10,005.05	10,005.05	0.00	
		12,706,904.21	0.00	5,432.58	0.00	
			12,706,904.21	6,335.04	6,335.04	
			<b>12,696,899.16</b>	<b>9,102.59</b>	<b>0.00</b>	
			<b>10,005.05</b>	<b>10,005.05</b>	<b>0.00</b>	
			<b>0.00</b>	<b>5,432.58</b>	<b>0.00</b>	
<b>Total Local Agency Investment Fund</b>		<b>12,706,904.21</b>	<b>12,706,904.21</b>	<b>6,335.04</b>	<b>6,335.04</b>	<b>6,335.04</b>

Income Earned

As of April 30, 2022



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Total Income	
INVESTMENT POOL							
09CATR\$05	CalTrust Medium Term Fund	Various	6,580,375.52	0.00	0.00	4,569.81	
		Various	4,569.81	4,569.81	0.00		
		654,590.73	0.00	0.00	0.00		
			6,584,945.33	4,569.81	4,569.81		
		6,580,375.52	0.00	0.00			
		4,569.81	4,569.81	0.00			
		0.00	0.00	0.00			
Total Investment Pool		654,590.73	6,584,945.33	4,569.81	4,569.81	4,569.81	
			50,669,030.66	91,359.60	3,165.55		
			1,296,382.12	20,918.84	12,879.22		
			1,275,463.28	118,614.41	(9,713.67)		
TOTAL PORTFOLIO		44,560,458.94	50,680,235.83	48,173.65	38,459.98	38,459.98	

## Cash Flow Report

As of April 30, 2022



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/01/2022	Interest	78015K7C2	500,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.00	5,625.00	5,625.00
05/03/2022	Interest	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	2,400.00	2,400.00
05/04/2022	Purchase	63743HFE7	95,000.00	National Rural Utilities Note 3.45% Due 6/15/2025	-94,974.35	0.00	-94,974.35
05/04/2022	Sale	31846V203	94,974.35	First American Govt Obligation Fund Class Y	94,974.35	0.00	94,974.35
05/05/2022	Interest	3137EAER6	305,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	571.88	571.88
05/06/2022	Interest	3137EAEZ8	335,000.00	FHLMC Note 0.25% Due 11/6/2023	0.00	418.75	418.75
05/06/2022	Maturity	3133ELYR9	325,000.00	FFCB Note	325,000.00	406.25	325,406.25
05/07/2022	Interest	3135G06G3	350,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	875.00	875.00
05/08/2022	Interest	69371RR57	175,000.00	Paccar Financial Corp Note 0.9% Due 11/8/2024	0.00	787.50	787.50
05/12/2022	Interest	023135BW5	130,000.00	Amazon.com Inc Note 0.45% Due 5/12/2024	0.00	292.50	292.50
05/13/2022	Maturity	459200JX0	200,000.00	IBM Corp Note	200,000.00	2,850.00	202,850.00
05/15/2022	Interest	912828VB3	750,000.00	US Treasury Note 1.75% Due 5/15/2023	0.00	6,562.50	6,562.50
05/15/2022	Interest	912828U24	625,000.00	US Treasury Note 2% Due 11/15/2026	0.00	6,250.00	6,250.00
05/15/2022	Interest	91324PEB4	500,000.00	United Health Group Inc Callable Note Cont 5/15/2022 0.55% Due 5/15/2024	0.00	1,375.00	1,375.00
05/15/2022	Interest	91282CDH1	750,000.00	US Treasury Note 0.75% Due 11/15/2024	0.00	2,812.50	2,812.50
05/15/2022	Interest	912828R36	250,000.00	US Treasury Note 1.625% Due 5/15/2026	0.00	2,031.25	2,031.25

## Cash Flow Report

As of April 30, 2022



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/15/2022	Interest	912828WJ5	750,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	9,375.00	9,375.00
05/15/2022	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
05/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
05/15/2022	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
05/15/2022	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
05/15/2022	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	0.00	26.67	26.67
05/15/2022	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	12,253.89	177.35	12,431.24
05/15/2022	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	299.51	299.51
05/15/2022	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	4,810.63	19.39	4,830.02
05/15/2022	Paydown	43815NAC8	34,454.60	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	5,876.35	51.11	5,927.46
05/15/2022	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
05/15/2022	Paydown	47789JAD8	19,538.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	18,294.57	47.38	18,341.95
05/15/2022	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	5,601.89	83.96	5,685.85
05/17/2022	Interest	14913R2L0	500,000.00	Caterpillar Financial Service Note 0.45% Due 5/17/2024	0.00	1,125.00	1,125.00
05/18/2022	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	5,641.10	25.25	5,666.35
05/19/2022	Paydown	3137BM6P6	0.00	FHLMC K721 A2 3.09% Due 8/25/2022	35,973.95	254.10	36,228.05
05/20/2022	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	5,183.09	60.20	5,243.29

## Cash Flow Report

As of April 30, 2022



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
05/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	0.00	47.00	47.00
05/21/2022	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
05/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
05/22/2022	Interest	3135G04Q3	245,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	306.25	306.25
05/24/2022	Interest	459058JM6	165,000.00	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	0.00	206.25	206.25
05/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
05/25/2022	Paydown	3137BM6P6	62,704.29	FHLMC K721 A2 3.09% Due 8/25/2022	8,998.31	161.46	9,159.77
05/25/2022	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
05/25/2022	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	13.75	13.75
05/31/2022	Interest	912828M80	750,000.00	US Treasury Note 2% Due 11/30/2022	0.00	7,500.00	7,500.00
05/31/2022	Interest	912828ZT0	365,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	456.25	456.25
05/31/2022	Interest	91282CAZ4	750,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	1,406.25	1,406.25
<b>MAY 2022</b>					<b>627,633.78</b>	<b>56,413.67</b>	<b>684,047.45</b>
06/08/2022	Interest	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	5,906.25	5,906.25
06/08/2022	Maturity	3134GVJ66	350,000.00	FHLMC Note 0.25% Due 6/8/2022	350,000.00	437.50	350,437.50
06/14/2022	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13
06/15/2022	Interest	912828ZU7	750,000.00	US Treasury Note 0.25% Due 6/15/2023	0.00	937.50	937.50

## Cash Flow Report

As of April 30, 2022



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/15/2022	Interest	91282CCG4	400,000.00	US Treasury Note 0.25% Due 6/15/2024	0.00	500.00	500.00
06/15/2022	Interest	912828YW4	750,000.00	US Treasury Note 1.625% Due 12/15/2022	0.00	6,093.75	6,093.75
06/15/2022	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
06/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
06/15/2022	Paydown	47789JAD8	19,538.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	413.52	3.02	416.54
06/15/2022	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
06/15/2022	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	0.00	26.67	26.67
06/15/2022	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,954.72	160.40	7,115.12
06/15/2022	Paydown	43815NAC8	34,454.60	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	7,784.15	42.39	7,826.54
06/15/2022	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
06/15/2022	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,742.51	74.95	1,817.46
06/15/2022	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
06/15/2022	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	2,029.87	17.98	2,047.85
06/15/2022	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
06/18/2022	Interest	89236TJH9	300,000.00	Toyota Motor Credit Corp Note 0.5% Due 6/18/2024	0.00	750.00	750.00
06/18/2022	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,224.94	23.51	4,248.45
06/19/2022	Paydown	3137BM6P6	62,704.29	FHLMC K721 A2 3.09% Due 8/25/2022	5,387.58	11.10	5,398.68

## Cash Flow Report

As of April 30, 2022



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
06/20/2022	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,301.45	51.82	1,353.27
06/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,613.63	47.00	3,660.63
06/21/2022	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
06/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00
06/25/2022	Interest	3137BM6P6	62,704.29	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	124.42	124.42
06/25/2022	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
06/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
06/25/2022	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	13.75	13.75
06/26/2022	Interest	3137EAES4	300,000.00	FHLMC Note 0.25% Due 6/26/2023	0.00	375.00	375.00
<b>JUN 2022</b>					<b>383,452.37</b>	<b>19,619.34</b>	<b>403,071.71</b>
07/06/2022	Interest	3133ENKS8	750,000.00	FFCB Note 1.125% Due 1/6/2025	0.00	4,101.57	4,101.57
07/10/2022	Interest	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	312.50	312.50
07/11/2022	Interest	89236TEL5	200,000.00	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	0.00	2,700.00	2,700.00
07/13/2022	Interest	037833DE7	200,000.00	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	0.00	2,400.00	2,400.00
07/15/2022	Dividend	90LAIF\$00	381,057,050.55	Local Agency Investment Fund State Pool	0.00	5,432.29	5,432.29
07/15/2022	Interest	79466LAG9	35,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	0.00	109.38	109.38
07/15/2022	Paydown	47789JAD8	19,538.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	414.51	2.01	416.52



## Cash Flow Report

As of April 30, 2022



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/15/2022	Paydown	43815NAC8	34,454.60	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	7,358.45	30.84	7,389.29
07/15/2022	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
07/15/2022	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,746.43	72.15	1,818.58
07/15/2022	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	2,023.89	17.39	2,041.28
07/15/2022	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
07/15/2022	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,775.73	150.78	6,926.51
07/15/2022	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
07/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
07/15/2022	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
07/15/2022	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	0.00	26.67	26.67
07/15/2022	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
07/18/2022	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,226.24	22.21	4,248.45
07/19/2022	Paydown	3137BM6P6	62,704.29	FHLMC K721 A2 3.09% Due 8/25/2022	12,456.67	25.66	12,482.33
07/20/2022	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,304.38	49.72	1,354.10
07/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,615.05	45.58	3,660.63
07/21/2022	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
07/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	0.00	18.00	18.00

## Cash Flow Report

As of April 30, 2022



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
07/24/2022	Interest	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	0.00	4,250.00	4,250.00
07/25/2022	Interest	3137BM6P6	62,704.29	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	92.34	92.34
07/25/2022	Maturity	3137EAET2	170,000.00	FHLMC Note 0.125% Due 7/25/2022	170,000.00	106.25	170,106.25
07/25/2022	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
07/25/2022	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	13.75	13.75
07/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
07/28/2022	Maturity	06417MQY4	600,000.00	Bank of Nova Scotia Houston Yankee CD 0.19% Due 7/28/2022	600,000.00	1,155.83	601,155.83
07/30/2022	Interest	747525AR4	500,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	0.00	6,500.00	6,500.00
07/31/2022	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
07/31/2022	Interest	912828V80	750,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	8,437.50	8,437.50
07/31/2022	Interest	912828Z52	750,000.00	US Treasury Note 1.375% Due 1/31/2025	0.00	5,156.25	5,156.25
<b>JUL 2022</b>					<b>809,921.35</b>	<b>45,629.87</b>	<b>855,551.22</b>
08/06/2022	Interest	594918BX1	200,000.00	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	0.00	2,875.00	2,875.00
08/06/2022	Interest	857477BR3	90,000.00	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	0.00	781.34	781.34
08/09/2022	Interest	69371RR40	80,000.00	Paccar Financial Corp Note 0.5% Due 8/9/2024	0.00	200.00	200.00
08/14/2022	Interest	3133ENPG9	415,000.00	FFCB Note 1.75% Due 2/14/2025	0.00	3,611.08	3,611.08
08/15/2022	Interest	91282CCT6	400,000.00	US Treasury Note 0.375% Due 8/15/2024	0.00	750.00	750.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/15/2022	Interest	912828B66	750,000.00	US Treasury Note 2.75% Due 2/15/2024	0.00	10,312.50	10,312.50
08/15/2022	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
08/15/2022	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	0.00	26.67	26.67
08/15/2022	Paydown	43815NAC8	34,454.60	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	6,931.71	19.93	6,951.64
08/15/2022	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,750.36	69.34	1,819.70
08/15/2022	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,595.98	141.41	6,737.39
08/15/2022	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
08/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
08/15/2022	Paydown	47789JAD8	19,538.07	John Deere Owner Trust 2019-A A3 2.91% Due 7/17/2023	415.47	1.01	416.48
08/15/2022	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
08/15/2022	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
08/15/2022	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	2,017.85	16.80	2,034.65
08/15/2022	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
08/16/2022	Interest	06406FAD5	200,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.00	2,200.00	2,200.00
08/18/2022	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,227.55	20.90	4,248.45
08/19/2022	Paydown	3137BM6P6	62,704.29	FHLMC K721 A2 3.09% Due 8/25/2022	16,899.13	34.81	16,933.94

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/20/2022	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,307.31	47.61	1,354.92
08/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,616.46	44.17	3,660.63
08/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,990.82	18.00	4,008.82
08/21/2022	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
08/23/2022	Maturity	86959RSN1	500,000.00	Svenska Handelsbanken NY Yankee CD 0.2% Due 8/23/2022	500,000.00	1,013.89	501,013.89
08/24/2022	Interest	3137EAEV7	300,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	375.00	375.00
08/25/2022	Interest	3137BM6P6	62,704.29	FHLMC K721 A2 3.09% Due 8/25/2022	0.00	48.83	48.83
08/25/2022	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
08/25/2022	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	13.75	13.75
08/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
08/31/2022	Interest	9128284Z0	750,000.00	US Treasury Note 2.75% Due 8/31/2025	0.00	10,312.50	10,312.50
<b>AUG 2022</b>					<b>547,752.64</b>	<b>34,710.74</b>	<b>582,463.38</b>
09/01/2022	Interest	46647PAH9	500,000.00	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	0.00	8,050.00	8,050.00
09/07/2022	Interest	24422EWB1	130,000.00	John Deere Capital Corp Note 2.125% Due 3/7/2025	0.00	1,381.25	1,381.25
09/08/2022	Interest	3137EAEW5	300,000.00	FHLMC Note 0.25% Due 9/8/2023	0.00	375.00	375.00
09/08/2022	Maturity	24422ETV1	305,000.00	John Deere Capital Corp Note 2.15% Due 9/8/2022	305,000.00	3,278.75	308,278.75
09/10/2022	Interest	3130ADRG9	350,000.00	FHLB Note 2.75% Due 3/10/2023	0.00	4,812.50	4,812.50

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/11/2022	Interest	89114QCB2	500,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	8,125.00	8,125.00
09/12/2022	Interest	3135G0U43	350,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	5,031.25	5,031.25
09/15/2022	Interest	912828ZD5	325,000.00	US Treasury Note 0.5% Due 3/15/2023	0.00	812.50	812.50
09/15/2022	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
09/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
09/15/2022	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
09/15/2022	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
09/15/2022	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	0.00	26.67	26.67
09/15/2022	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,415.49	132.28	6,547.77
09/15/2022	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
09/15/2022	Paydown	43815NAC8	34,454.60	Honda Auto Receivables Trust 2019-3 A3 1.78% Due 8/15/2023	6,503.95	9.65	6,513.60
09/15/2022	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
09/15/2022	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,754.30	66.53	1,820.83
09/15/2022	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	2,011.75	16.21	2,027.96
09/17/2022	Interest	931142ER0	40,000.00	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	0.00	210.00	210.00
09/18/2022	Interest	808513BN4	245,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	0.00	918.75	918.75
09/18/2022	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,228.85	19.60	4,248.45

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
09/19/2022	Interest	459058GQ0	225,000.00	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	0.00	2,812.50	2,812.50
09/19/2022	Paydown	3137BM6P6	62,704.29	FHLMC K721 A2 3.09% Due 8/25/2022	18,962.60	39.06	19,001.66
09/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,617.88	42.75	3,660.63
09/20/2022	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,310.25	45.50	1,355.75
09/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,991.79	17.10	4,008.89
09/21/2022	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
09/23/2022	Interest	4581X0DZ8	260,000.00	Inter-American Dev Bank Note 0.5% Due 9/23/2024	0.00	650.00	650.00
09/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
09/25/2022	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
09/25/2022	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	13.75	13.75
09/30/2022	Interest	912828T26	750,000.00	US Treasury Note 1.375% Due 9/30/2023	0.00	5,156.25	5,156.25
09/30/2022	Interest	9128286L9	750,000.00	US Treasury Note 2.25% Due 3/31/2026	0.00	8,437.50	8,437.50
09/30/2022	Interest	912828W71	750,000.00	US Treasury Note 2.125% Due 3/31/2024	0.00	7,968.75	7,968.75
09/30/2022	Interest	912828YG9	300,000.00	US Treasury Note 1.625% Due 9/30/2026	0.00	2,437.50	2,437.50
09/30/2022	Interest	912828ZF0	350,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	875.00	875.00
<b>SEP 2022</b>					<b>353,796.86</b>	<b>63,537.80</b>	<b>417,334.66</b>
10/15/2022	Interest	91282CBV2	500,000.00	US Treasury Note 0.375% Due 4/15/2024	0.00	937.50	937.50

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/15/2022	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
10/15/2022	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	2,005.57	15.63	2,021.20
10/15/2022	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
10/15/2022	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	0.00	26.67	26.67
10/15/2022	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,234.22	123.41	6,357.63
10/15/2022	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
10/15/2022	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,758.25	63.70	1,821.95
10/15/2022	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
10/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	0.00	18.00	18.00
10/15/2022	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
10/16/2022	Interest	45950KCR9	160,000.00	International Finance Corp Note 1.375% Due 10/16/2024	0.00	1,100.00	1,100.00
10/16/2022	Interest	3137EAEY1	225,000.00	FHLMC Note 0.125% Due 10/16/2023	0.00	140.63	140.63
10/18/2022	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,230.15	18.30	4,248.45
10/20/2022	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,313.20	43.38	1,356.58
10/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,619.29	41.34	3,660.63
10/21/2022	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
10/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,992.76	16.20	4,008.96

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
10/25/2022	Interest	06406RBC0	280,000.00	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 4/25/2025	0.00	4,663.94	4,663.94
10/25/2022	Maturity	55380TXW5	500,000.00	MUFG Bank Yankee CD 0.3% Due 10/25/2022	500,000.00	1,562.50	501,562.50
10/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
10/25/2022	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
10/25/2022	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	13.75	13.75
<b>OCT 2022</b>					<b>523,153.44</b>	<b>10,543.15</b>	<b>533,696.59</b>
11/01/2022	Interest	78015K7C2	500,000.00	Royal Bank of Canada Note 2.25% Due 11/1/2024	0.00	5,625.00	5,625.00
11/03/2022	Interest	037833AK6	200,000.00	Apple Inc Note 2.4% Due 5/3/2023	0.00	2,400.00	2,400.00
11/05/2022	Interest	3137EAER6	305,000.00	FHLMC Note 0.375% Due 5/5/2023	0.00	571.88	571.88
11/06/2022	Interest	3137EAEZ8	335,000.00	FHLMC Note 0.25% Due 11/6/2023	0.00	418.75	418.75
11/07/2022	Interest	3135G06G3	350,000.00	FNMA Note 0.5% Due 11/7/2025	0.00	875.00	875.00
11/08/2022	Interest	69371RR57	175,000.00	Paccar Financial Corp Note 0.9% Due 11/8/2024	0.00	787.50	787.50
11/12/2022	Interest	023135BW5	130,000.00	Amazon.com Inc Note 0.45% Due 5/12/2024	0.00	292.50	292.50
11/15/2022	Interest	912828U24	625,000.00	US Treasury Note 2% Due 11/15/2026	0.00	6,250.00	6,250.00
11/15/2022	Interest	912828VB3	750,000.00	US Treasury Note 1.75% Due 5/15/2023	0.00	6,562.50	6,562.50
11/15/2022	Interest	912828WJ5	750,000.00	US Treasury Note 2.5% Due 5/15/2024	0.00	9,375.00	9,375.00
11/15/2022	Interest	91282CDH1	750,000.00	US Treasury Note 0.75% Due 11/15/2024	0.00	2,812.50	2,812.50



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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/15/2022	Interest	912828R36	250,000.00	US Treasury Note 1.625% Due 5/15/2026	0.00	2,031.25	2,031.25
11/15/2022	Interest	91324PEB4	500,000.00	United Health Group Inc Callable Note Cont 5/15/2022 0.55% Due 5/15/2024	0.00	1,375.00	1,375.00
11/15/2022	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
11/15/2022	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	6,052.19	114.78	6,166.97
11/15/2022	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
11/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,490.67	18.00	2,508.67
11/15/2022	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
11/15/2022	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	0.00	26.67	26.67
11/15/2022	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
11/15/2022	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
11/15/2022	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,762.20	60.88	1,823.08
11/15/2022	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,999.34	15.04	2,014.38
11/17/2022	Interest	14913R2L0	500,000.00	Caterpillar Financial Service Note 0.45% Due 5/17/2024	0.00	1,125.00	1,125.00
11/18/2022	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,231.46	16.99	4,248.45
11/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,620.71	39.92	3,660.63
11/20/2022	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,316.15	41.26	1,357.41

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,993.71	15.31	4,009.02
11/21/2022	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
11/22/2022	Interest	3135G04Q3	245,000.00	FNMA Note 0.25% Due 5/22/2023	0.00	306.25	306.25
11/24/2022	Interest	459058JM6	165,000.00	Intl. Bank Recon & Development Note 0.25% Due 11/24/2023	0.00	206.25	206.25
11/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
11/25/2022	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
11/25/2022	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	13.75	13.75
11/30/2022	Interest	91282CAZ4	750,000.00	US Treasury Note 0.375% Due 11/30/2025	0.00	1,406.25	1,406.25
11/30/2022	Interest	912828ZT0	365,000.00	US Treasury Note 0.25% Due 5/31/2025	0.00	456.25	456.25
11/30/2022	Maturity	912828M80	750,000.00	US Treasury Note 2% Due 11/30/2022	750,000.00	7,500.00	757,500.00
<b>NOV 2022</b>					<b>775,466.43</b>	<b>52,497.68</b>	<b>827,964.11</b>
12/08/2022	Interest	3130A0F70	350,000.00	FHLB Note 3.375% Due 12/8/2023	0.00	5,906.25	5,906.25
12/13/2022	Call	037833DE7	200,000.00	Apple Inc Callable Note Cont 12/13/2022 2.4% Due 1/13/2023	200,000.00	2,000.00	202,000.00
12/14/2022	Interest	3130A1XJ2	155,000.00	FHLB Note 2.875% Due 6/14/2024	0.00	2,228.13	2,228.13
12/15/2022	Interest	912828ZU7	750,000.00	US Treasury Note 0.25% Due 6/15/2023	0.00	937.50	937.50
12/15/2022	Interest	91282CCG4	400,000.00	US Treasury Note 0.25% Due 6/15/2024	0.00	500.00	500.00
12/15/2022	Maturity	912828YW4	750,000.00	US Treasury Note 1.625% Due 12/15/2022	750,000.00	6,093.75	756,093.75

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/15/2022	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,766.17	58.04	1,824.21
12/15/2022	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	5,869.40	106.41	5,975.81
12/15/2022	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
12/15/2022	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	0.00	26.67	26.67
12/15/2022	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
12/15/2022	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,491.48	17.25	2,508.73
12/15/2022	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
12/15/2022	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
12/15/2022	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,993.03	14.46	2,007.49
12/15/2022	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
12/18/2022	Interest	89236TJH9	300,000.00	Toyota Motor Credit Corp Note 0.5% Due 6/18/2024	0.00	750.00	750.00
12/18/2022	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,232.76	15.69	4,248.45
12/20/2022	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,622.13	38.50	3,660.63
12/20/2022	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,319.12	39.13	1,358.25
12/21/2022	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,994.68	14.41	4,009.09
12/21/2022	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
12/25/2022	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
12/25/2022	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	0.00	13.75	13.75
12/25/2022	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
12/26/2022	Interest	3137EAES4	300,000.00	FHLMC Note 0.25% Due 6/26/2023	0.00	375.00	375.00
12/30/2022	Call	747525AR4	500,000.00	Qualcomm Inc Callable Note Cont 12/30/2022 2.6% Due 1/30/2023	500,000.00	5,416.67	505,416.67
<b>DEC 2022</b>					<b>1,475,288.77</b>	<b>26,309.81</b>	<b>1,501,598.58</b>
01/06/2023	Interest	3133ENKS8	750,000.00	FFCB Note 1.125% Due 1/6/2025	0.00	4,218.76	4,218.76
01/10/2023	Interest	3135G05G4	250,000.00	FNMA Note 0.25% Due 7/10/2023	0.00	312.50	312.50
01/11/2023	Maturity	89236TEL5	200,000.00	Toyota Motor Credit Corp Note 2.7% Due 1/11/2023	200,000.00	2,700.00	202,700.00
01/15/2023	Interest	79466LAG9	35,000.00	Salesforce.com Inc Callable Note Cont 7/15/2022 0.625% Due 7/15/2024	0.00	109.38	109.38
01/15/2023	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	5,685.83	98.29	5,784.12
01/15/2023	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,986.66	13.88	2,000.54
01/15/2023	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,492.28	16.51	2,508.79
01/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
01/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
01/15/2023	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,770.14	55.20	1,825.34
01/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
01/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
01/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,150.46	26.67	6,177.13
01/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
01/18/2023	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,234.07	14.38	4,248.45
01/20/2023	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,623.55	37.08	3,660.63
01/20/2023	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,322.08	37.00	1,359.08
01/21/2023	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,995.65	13.51	4,009.16
01/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
01/24/2023	Interest	90331HNV1	250,000.00	US Bank NA Callable Note Cont 6/23/2023 3.4% Due 7/24/2023	0.00	4,250.00	4,250.00
01/25/2023	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	0.00	758.54	758.54
01/25/2023	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,161.13	13.75	4,174.88
01/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
01/31/2023	Interest	912828Z52	750,000.00	US Treasury Note 1.375% Due 1/31/2025	0.00	5,156.25	5,156.25
01/31/2023	Interest	912828V80	750,000.00	US Treasury Note 2.25% Due 1/31/2024	0.00	8,437.50	8,437.50
01/31/2023	Interest	912828Y87	300,000.00	US Treasury Note 1.75% Due 7/31/2024	0.00	2,625.00	2,625.00
<b>JAN 2023</b>					<b>235,421.85</b>	<b>29,893.86</b>	<b>265,315.71</b>
02/06/2023	Interest	857477BR3	90,000.00	State Street Bank Callable Note Cont 2/6/2025 1.746% Due 2/6/2026	0.00	785.70	785.70
02/06/2023	Interest	594918BX1	200,000.00	Microsoft Callable Note Cont 12/6/2023 2.875% Due 2/6/2024	0.00	2,875.00	2,875.00

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/09/2023	Interest	69371RR40	80,000.00	Paccar Financial Corp Note 0.5% Due 8/9/2024	0.00	200.00	200.00
02/14/2023	Interest	3133ENPG9	415,000.00	FFCB Note 1.75% Due 2/14/2025	0.00	3,631.25	3,631.25
02/15/2023	Interest	912828B66	750,000.00	US Treasury Note 2.75% Due 2/15/2024	0.00	10,312.50	10,312.50
02/15/2023	Interest	91282CCT6	400,000.00	US Treasury Note 0.375% Due 8/15/2024	0.00	750.00	750.00
02/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
02/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
02/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
02/15/2023	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,980.23	13.30	1,993.53
02/15/2023	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,493.10	15.76	2,508.86
02/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
02/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,151.02	24.62	6,175.64
02/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
02/15/2023	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,774.12	52.36	1,826.48
02/15/2023	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	5,501.48	90.43	5,591.91
02/16/2023	Interest	06406FAD5	200,000.00	Bank of NY Mellon Corp Callable Note Cont 6/16/2023 2.2% Due 8/16/2023	0.00	2,200.00	2,200.00
02/18/2023	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,235.37	13.08	4,248.45

## Cash Flow Report

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/20/2023	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,624.97	35.66	3,660.63
02/20/2023	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,325.06	34.86	1,359.92
02/21/2023	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,996.61	12.61	4,009.22
02/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
02/24/2023	Interest	3137EAEV7	300,000.00	FHLMC Note 0.25% Due 8/24/2023	0.00	375.00	375.00
02/25/2023	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	68,431.14	758.54	69,189.68
02/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
02/25/2023	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,162.13	12.61	4,174.74
02/28/2023	Interest	9128284Z0	750,000.00	US Treasury Note 2.75% Due 8/31/2025	0.00	10,312.50	10,312.50
<b>FEB 2023</b>					<b>103,675.23</b>	<b>33,505.44</b>	<b>137,180.67</b>
03/01/2023	Interest	46647PAH9	500,000.00	JP Morgan Chase & Co Callable Note 2X 3/1/2024 3.22% Due 3/1/2025	0.00	8,050.00	8,050.00
03/07/2023	Interest	24422EWB1	130,000.00	John Deere Capital Corp Note 2.125% Due 3/7/2025	0.00	1,381.25	1,381.25
03/08/2023	Interest	3137EAEW5	300,000.00	FHLMC Note 0.25% Due 9/8/2023	0.00	375.00	375.00
03/10/2023	Maturity	3130ADRG9	350,000.00	FHLB Note 2.75% Due 3/10/2023	350,000.00	4,812.50	354,812.50
03/11/2023	Interest	89114QCB2	500,000.00	Toronto Dominion Bank Note 3.25% Due 3/11/2024	0.00	8,125.00	8,125.00
03/12/2023	Interest	3135G0U43	350,000.00	FNMA Note 2.875% Due 9/12/2023	0.00	5,031.25	5,031.25
03/15/2023	Maturity	912828ZD5	325,000.00	US Treasury Note 0.5% Due 3/15/2023	325,000.00	812.50	325,812.50

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Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
03/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
03/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,151.59	22.57	6,174.16
03/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
03/15/2023	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	5,316.37	82.82	5,399.19
03/15/2023	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,973.73	12.72	1,986.45
03/15/2023	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,493.91	15.01	2,508.92
03/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
03/15/2023	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,778.12	49.50	1,827.62
03/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
03/17/2023	Interest	931142ER0	40,000.00	Wal-Mart Stores Callable Note Cont 08/17/2026 1.05% Due 9/17/2026	0.00	210.00	210.00
03/18/2023	Interest	808513BN4	245,000.00	Charles Schwab Corp Callable Note Cont 2/18/2024 0.75% Due 3/18/2024	0.00	918.75	918.75
03/18/2023	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,236.68	11.77	4,248.45
03/19/2023	Interest	459058GQ0	225,000.00	Intl. Bank Recon & Development Note 2.5% Due 3/19/2024	0.00	2,812.50	2,812.50
03/20/2023	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,328.04	32.72	1,360.76
03/20/2023	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,626.39	34.24	3,660.63
03/21/2023	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,997.58	11.71	4,009.29



## Cash Flow Report

As of April 30, 2022



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
03/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
03/23/2023	Interest	4581X0DZ8	260,000.00	Inter-American Dev Bank Note 0.5% Due 9/23/2024	0.00	650.00	650.00
03/25/2023	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,163.14	11.46	4,174.60
03/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
03/25/2023	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	68,643.27	569.79	69,213.06
03/31/2023	Interest	912828W71	750,000.00	US Treasury Note 2.125% Due 3/31/2024	0.00	7,968.75	7,968.75
03/31/2023	Interest	912828YG9	300,000.00	US Treasury Note 1.625% Due 9/30/2026	0.00	2,437.50	2,437.50
03/31/2023	Interest	912828T26	750,000.00	US Treasury Note 1.375% Due 9/30/2023	0.00	5,156.25	5,156.25
03/31/2023	Interest	912828ZF0	350,000.00	US Treasury Note 0.5% Due 3/31/2025	0.00	875.00	875.00
03/31/2023	Interest	9128286L9	750,000.00	US Treasury Note 2.25% Due 3/31/2026	0.00	8,437.50	8,437.50
<b>MAR 2023</b>					<b>778,708.82</b>	<b>59,907.72</b>	<b>838,616.54</b>
04/15/2023	Interest	91282CBV2	500,000.00	US Treasury Note 0.375% Due 4/15/2024	0.00	937.50	937.50
04/15/2023	Paydown	43815BAC4	165,000.00	Honda Auto Receivables Trust 2022-1 A3 1.88% Due 5/15/2026	0.00	258.50	258.50
04/15/2023	Paydown	89236XAC0	66,465.93	Toyota Auto Receivables 2020-D A3 0.35% Due 1/15/2025	1,967.16	12.14	1,979.30
04/15/2023	Paydown	58769KAD6	80,000.00	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	6,152.15	20.52	6,172.67
04/15/2023	Paydown	89232HAC9	128,206.01	Toyota Auto Receivable Own 2020-A A3 1.66% Due 5/15/2024	5,130.48	75.46	5,205.94
04/15/2023	Paydown	47788UAC6	60,000.00	John Deere Owner Trust 2021-A A3 0.36% Due 9/15/2025	2,494.72	14.26	2,508.98

## Cash Flow Report

As of April 30, 2022



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
04/15/2023	Paydown	47789QAC4	70,000.00	John Deere Owner Trust 2021-B A3 0.52% Due 3/16/2026	0.00	30.33	30.33
04/15/2023	Paydown	65479JAD5	52,204.64	Nissan Auto Receivables Owner 2019-C A3 1.93% Due 7/15/2024	1,782.12	46.64	1,828.76
04/15/2023	Paydown	89238FAD5	115,000.00	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	0.00	280.79	280.79
04/15/2023	Paydown	47787JAC2	130,000.00	John Deere Owner Trust 2022-A A3 2.32% Due 9/16/2026	0.00	251.33	251.33
04/15/2023	Paydown	89238JAC9	65,000.00	Toyota Auto Receivables Trust 2021-D A3 0.71% Due 4/15/2026	0.00	38.46	38.46
04/16/2023	Interest	3137EAEY1	225,000.00	FHLMC Note 0.125% Due 10/16/2023	0.00	140.63	140.63
04/16/2023	Interest	45950KCR9	160,000.00	International Finance Corp Note 1.375% Due 10/16/2024	0.00	1,100.00	1,100.00
04/18/2023	Paydown	43813KAC6	81,889.73	Honda Auto Receivables Trust 2020-3 A3 0.37% Due 10/18/2024	4,237.99	10.46	4,248.45
04/20/2023	Paydown	92348AAA3	37,239.52	Verizon Owner Trust 2019-C A1A 1.94% Due 4/22/2024	1,331.03	30.57	1,361.60
04/20/2023	Paydown	92290BAA9	120,000.00	Verizon Owner Trust 2020-B A 0.47% Due 2/20/2025	3,627.81	32.82	3,660.63
04/21/2023	Paydown	43815GAC3	85,000.00	Honda Auto Receivables Trust 2021-4 A3 0.88% Due 1/21/2026	0.00	62.33	62.33
04/21/2023	Paydown	43813GAC5	80,000.00	Honda Auto Receivables Trust 2021-1 A3 0.27% Due 4/21/2025	3,998.55	10.81	4,009.36
04/25/2023	Interest	06406RBC0	280,000.00	Bank of NY Mellon Corp Callable Note Cont 3/25/2025 3.35% Due 4/25/2025	0.00	4,690.00	4,690.00
04/25/2023	Paydown	3137B4GY6	275,000.00	FHLMC K032 A2 3.31% Due 5/25/2023	68,856.07	380.44	69,236.51
04/25/2023	Paydown	05601XAC3	85,000.00	BMW Vehicle Lease Trust 2022-1 A3 1.1% Due 3/25/2025	0.00	77.92	77.92
04/25/2023	Paydown	09690AAC7	50,000.00	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	4,164.15	10.32	4,174.47

Cash Flow Report

As of April 30, 2022



Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
APR 2023					103,742.23	8,512.23	112,254.46
TOTAL					6,718,013.77	441,081.31	7,159,095.08



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Information contained in this monthly statement is confidential and is provided for informational purposes only and should not be construed as specific investment or legal advice. The information contained herein was obtained from sources believed to be reliable as of the date of this statement, but may become outdated or superseded at any time without notice.

**Custody:** Your qualified custodian bank maintains control of all assets reflected in this statement and we urge you to compare this statement to the one you receive from your qualified custodian. Chandler does not have any authority to withdraw or deposit funds from/to the custodian account.

**Valuation:** Prices are provided by IDC, an independent pricing source. In the event IDC does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

**Performance:** Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

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Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

**Ratings:** Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.



**TO: THE HONORABLE MAYOR AND CITY COUNCIL**  
**SUBJECT: PERSONNEL REPORT**

1. Report the count of confirmed COVID-19 employee cases.  
Total Count: One-Hundred Seventy (170)
  - a. Administrative Services Department: Seven (7)
  - b. City Clerk's Office: Three (3)
  - c. Elected & City Manager's Offices: One (1)
  - d. Community Development Department: Four (4)
  - e. Transportation Department: Fifty-Four (54)
  - f. Police Department: Forty-Six (46)
  - g. Public Works Department: Twenty-Eight (28)
  - h. Recreation & Human Services Department: Twenty-Seven (27)
2. Request City Council approval to revise the City's Classification and Compensation Plan to add the new classification of Public Works Inspector to Schedule 53 (\$5,716 - \$7,295/month), effective June 14, 2022. This position will be located within the Public Works Department. Job Description is attached (*Attachment 1*).
3. Request City Council approval to revise the City's Classification and Compensation Plan to adjust the salary schedule of Risk Management Analyst classification from Schedule 53 (\$5,716 - \$7,295/month) to Schedule 115 (\$6,184 - \$7,893/month), effective June 14, 2022. The schedule adjustment is being made to maintain external salary parity (*Attachment 2*).
4. Report the Appointment of **JESSICA ANDERSON**, to the position of Human Resources Analyst, Schedule 115 (\$6,184 - \$7,893/month) with the Administrative Services Department effective May 31, 2022.
5. Report the Promotional Appointment of the following individuals:
  - a. **ROBERT FATA** to the position of Sewer Maintenance Worker, Schedule 44 (\$4,579 - \$5,843/month) with the Public Works Department effective May 30, 2022.
  - b. **DANIEL CHAVEZ** to the position of Senior Transit Utility Specialist, Schedule 40 (\$4,148 - \$5,294/month) with the Transportation Department effective June 12, 2022.
6. Report the Disability Retirement of Police Officer, **KAREN SALAS**, of the Police Department, effective March 19, 2022. Officer Salas provided ten years and two months of service.
7. Report the Recruitment for the Open/Competitive position of Transit Equipment Mechanic (GTrans Department). This recruitment is open until filled.
8. Report the Recruitment for the Open/Competitive position of Geriatric Aide (Recreation Department). This recruitment is open until filled.

## **PUBLIC WORKS INSPECTOR**

(Job Summary)

### **Description**

Under general direction, performs inspection of for a variety of construction projects performed by both City hired contractors and private contractors on the public right-of-way and private property for compliance with city codes, regulations and requirements and performs related work as required.

### **Representative Duties**

Drives to various sites to provide continuing detailed inspections of construction work performed by City hired contractors and private contractors on public right-of-way and private property; Reviews plans and specifications and inspects construction projects sites for conformance with a variety of plans, specifications, and regulations; Inspects, observes, measures and tests materials used in street, sanitary sewer, curb, gutter, sidewalk, and storm drain construction for conformance with plans and specifications; Observes, measures and examines subgrade material placement, compaction, trenching, excavating, shoring, bedding and backfilling and inspects forms for alignment and grade; Checks field grades for conformance to plans and specifications; Enforce contractor's labor compliances per applicable project requirements; Prepares and maintains a variety of records and reports related to activities and scheduling; Inspects and may test aggregate, base and pavement for correct materials and proper technique of application, thickness, and density; Inspects pipe laying for alignment, leakage, grade jointing and fittings; Inspect concrete work including curbs, gutters, cross-gutters, sidewalks, drive approaches, vaults and catch basins; Inspects the installation of utility access covers, valves, utility poles, guard panels, signs and signals for proper location and type; Maintains records of type of materials used, quantities, costs, change orders and acceptance orders involved in contact work performed for the City; Acts as a liaison between the Public Works Engineering, contractors and public utilities; Conduct/coordinate preconstruction meetings; Communicate professionally with residents and businesses to provide information and customer services; Inspects for National Pollutant Discharge Elimination System (NPDES) devices as appropriate; Uses survey/measuring equipment and basic hand tools and a camera; Insures proper placement and maintenance of signs, barricades and warning devices per WATCH Manual or Plans and Specifications; Operates a personal computer and uses applicable software; Processes, maintains and updates permit records for associated construction projects; and assists the Engineering staff at the public counter to deal with public works issues as needed; Perform other duties as required.

### **Organization Responsibilities**

Positions in this class report to a Division Manager and is responsible for performing technical field services duties. Incumbents perform a wide variety of construction related inspection duties requiring independent judgement and initiative with a limited amount of direction/supervision.

## **QUALIFICATIONS GUIDE**

### **Education and Experience**

High school diploma or equivalent G.E.D., preferably supplemented by vocation/college coursework related to this field; AND three (3) years of responsible experience performing a variety of inspection work to include some experience inspecting streets, sewers, storm drains and grading.

### **Knowledge and Abilities**

Ability to communicate orally and in writing with staff, contractors and members of the public; read blue prints and maps; interpret municipal code and state and city ordinances; deal effectively with the public; climb in and out of trenches, drive to various locations, walk over uneven surfaces at construction sites

and climb ladders; communicate using radio and/or mobile telephones; and use computers to build and use spread sheets to log data and type reports.

### **Physical Demands and Working Conditions**

Work is performed mainly outdoor and some in office environment. When work is performed outdoors there is exposure to the elements. An incumbent uses a computer, keyboard and related equipment, survey/measuring equipment including basic hand tools and drives a vehicle on City business. An incumbent sits, stands, walks, reaches, bends, grasps, kneels, crouches, twists, climbs stairs, ladders and inclines, crawls through narrow spaces, works in confined spaces, lifts, pushes, pulls and drags equipment and other times weighing 50 pounds or less, lifts and carries items weighing 30 pounds or less and works with hand tools and equipment at or above shoulder level weighing 20 pounds or less. In the field an incumbent may walk on uneven slopes and surfaces, be exposed to extreme noise, damp conditions, grease/oil, construction fumes, solvents, chemicals, dust, electrical hazards, extreme vibration and vehicular traffic. An incumbent must be able to meet the physical requirements of the class and have mobility, balance, coordination, vision, hearing, sense of smell and dexterity levels appropriate to the duties to be performed. This position may be required to work before and after normal working hours, shifts, weekends, and/or holidays.

### **License**

Must have and maintain a valid California C Driver's License.

### **Special Conditions**

Must file a Statement of Economic Interest;

Subject to background checks and verifications;

Must be able to pass a job-related medical exam that includes drug and alcohol testing.

**CITY OF GARDENA  
CLASSIFICATION AND COMPENSATION PLAN  
AS OF JUNE 14, 2022**

*Public Works Inspector - Schedule 53; Risk Management Analyst - Schedule 115*

**6 Clerical Aide I  
6 Police Aide**

STEP				<b>*6*</b>
ANNUAL				31,752.00
MONTHLY				2,646.00
BI-WEEKLY				1,221.23
HOURLY				15.2654

**7 Peer Advocate Counselor II  
7 Storeroom Aide**

STEP		<b>*4*</b>	<b>*5*</b>	<b>*6*</b>
ANNUAL		28,128.00	29,532.00	31,008.00
MONTHLY		2,344.00	2,461.00	2,584.00
BI-WEEKLY		1,081.85	1,135.85	1,192.62
HOURLY		13.5231	14.1981	14.9077

**8 Community Aide I**

STEP		<b>*4*</b>	<b>*5*</b>	<b>*6*</b>
ANNUAL		28,836.00	30,276.00	31,788.00
MONTHLY		2,403.00	2,523.00	2,649.00
BI-WEEKLY		1,109.08	1,164.46	1,222.62
HOURLY		13.8635	14.5558	15.2827

**13 Certified Nursing Assistant**

STEP		<b>*3*</b>	<b>*4*</b>	<b>*5*</b>	<b>*6*</b>
ANNUAL		28,200.00	29,616.00	31,092.00	32,652.00
MONTHLY		2,350.00	2,468.00	2,591.00	2,721.00
BI-WEEKLY		1,084.62	1,139.08	1,195.85	1,255.85
HOURLY		13.5577	14.2385	14.9481	15.6981

**14 Pool Cashier**

STEP		<b>*3*</b>	<b>*4*</b>	<b>*5*</b>	<b>*6*</b>
ANNUAL		28,896.00	30,336.00	31,848.00	33,444.00
MONTHLY		2,408.00	2,528.00	2,654.00	2,787.00
BI-WEEKLY		1,111.38	1,166.77	1,224.92	1,286.31
HOURLY		13.8923	14.5846	15.3115	16.0788

**15**

STEP		<b>*2*</b>	<b>*3*</b>	<b>*4*</b>	<b>*5*</b>	<b>*6*</b>
ANNUAL		28,212.00	29,628.00	31,104.00	32,664.00	34,296.00
MONTHLY		2,351.00	2,469.00	2,592.00	2,722.00	2,858.00
BI-WEEKLY		1,085.08	1,139.54	1,196.31	1,256.31	1,319.08
HOURLY		13.5635	14.2442	14.9538	15.7038	16.4885



**16**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	27,540.00	28,920.00	30,372.00	31,896.00	33,492.00	35,172.00
MONTHLY	2,295.00	2,410.00	2,531.00	2,658.00	2,791.00	2,931.00
BI-WEEKLY	1,059.23	1,112.31	1,168.15	1,226.77	1,288.15	1,352.77
HOURLY	13.2404	13.9038	14.6019	15.3346	16.1019	16.9096

**17 Clerk Typist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	28,224.00	29,640.00	31,128.00	32,688.00	34,320.00	36,036.00
MONTHLY	2,352.00	2,470.00	2,594.00	2,724.00	2,860.00	3,003.00
BI-WEEKLY	1,085.54	1,140.00	1,197.23	1,257.23	1,320.00	1,386.00
HOURLY	13.5692	14.2500	14.9654	15.7154	16.5000	17.3250

**18**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	28,932.00	30,384.00	31,908.00	33,504.00	35,184.00	36,948.00
MONTHLY	2,411.00	2,532.00	2,659.00	2,792.00	2,932.00	3,079.00
BI-WEEKLY	1,112.77	1,168.62	1,227.23	1,288.62	1,353.23	1,421.08
HOURLY	13.9096	14.6077	15.3404	16.1077	16.9154	17.7635

**19 FCC Program Assistant I**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	29,640.00	31,128.00	32,688.00	34,320.00	36,036.00	37,836.00
MONTHLY	2,470.00	2,594.00	2,724.00	2,860.00	3,003.00	3,153.00
BI-WEEKLY	1,140.00	1,197.23	1,257.23	1,320.00	1,386.00	1,455.23
HOURLY	14.2500	14.9654	15.7154	16.5000	17.3250	18.1904

**20**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	30,384.00	31,908.00	33,504.00	35,184.00	36,948.00	38,796.00
MONTHLY	2,532.00	2,659.00	2,792.00	2,932.00	3,079.00	3,233.00
BI-WEEKLY	1,168.62	1,227.23	1,288.62	1,353.23	1,421.08	1,492.15
HOURLY	14.6077	15.3404	16.1077	16.9154	17.7635	18.6519

**21 Police Cadet**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	31,140.00	32,700.00	34,332.00	36,048.00	37,848.00	39,744.00
MONTHLY	2,595.00	2,725.00	2,861.00	3,004.00	3,154.00	3,312.00
BI-WEEKLY	1,197.69	1,257.69	1,320.46	1,386.46	1,455.69	1,528.62
HOURLY	14.9712	15.7212	16.5058	17.3308	18.1962	19.1077

**22 Geriatric Aide****22 Lifeguard/Instructor****22 Recreation Leader I**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	31,920.00	33,516.00	35,196.00	36,960.00	38,808.00	40,752.00
MONTHLY	2,660.00	2,793.00	2,933.00	3,080.00	3,234.00	3,396.00
BI-WEEKLY	1,227.69	1,289.08	1,353.69	1,421.54	1,492.62	1,567.38
HOURLY	15.3462	16.1135	16.9212	17.7692	18.6577	19.5923

**23 Community Aide II**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	32,724.00	34,356.00	36,072.00	37,872.00	39,768.00	41,760.00
MONTHLY	2,727.00	2,863.00	3,006.00	3,156.00	3,314.00	3,480.00
BI-WEEKLY	1,258.62	1,321.38	1,387.38	1,456.62	1,529.54	1,606.15
HOURLY	15.7327	16.5173	17.3423	18.2077	19.1192	20.0769

**24**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	33,540.00	35,220.00	36,984.00	38,832.00	40,776.00	42,816.00
MONTHLY	2,795.00	2,935.00	3,082.00	3,236.00	3,398.00	3,568.00
BI-WEEKLY	1,290.00	1,354.62	1,422.46	1,493.54	1,568.31	1,646.77
HOURLY	16.1250	16.9327	17.7808	18.6692	19.6038	20.5846

**25**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	34,380.00	36,096.00	37,896.00	39,792.00	41,784.00	43,872.00
MONTHLY	2,865.00	3,008.00	3,158.00	3,316.00	3,482.00	3,656.00
BI-WEEKLY	1,322.31	1,388.31	1,457.54	1,530.46	1,607.08	1,687.38
HOURLY	16.5288	17.3538	18.2192	19.1308	20.0885	21.0923

**26 Pool Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	35,244.00	37,008.00	38,856.00	40,800.00	42,840.00	44,988.00
MONTHLY	2,937.00	3,084.00	3,238.00	3,400.00	3,570.00	3,749.00
BI-WEEKLY	1,355.54	1,423.38	1,494.46	1,569.23	1,647.69	1,730.31
HOURLY	16.9442	17.7923	18.6808	19.6154	20.5962	21.6288

**27**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	36,120.00	37,932.00	39,828.00	41,820.00	43,908.00	46,104.00
MONTHLY	3,010.00	3,161.00	3,319.00	3,485.00	3,659.00	3,842.00
BI-WEEKLY	1,389.23	1,458.92	1,531.85	1,608.46	1,688.77	1,773.23
HOURLY	17.3654	18.2365	19.1481	20.1058	21.1096	22.1654

**28 Meal Services Coordinator****28 Police Assistant****28 Recreation Leader II**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	37,020.00	38,868.00	40,812.00	42,852.00	45,000.00	47,256.00
MONTHLY	3,085.00	3,239.00	3,401.00	3,571.00	3,750.00	3,938.00
BI-WEEKLY	1,423.85	1,494.92	1,569.69	1,648.15	1,730.77	1,817.54
HOURLY	17.7981	18.6865	19.6212	20.6019	21.6346	22.7192

**29 Account Clerk****29 Customer Service Clerk I****29 Printing & Technology Intern****29 Recreation Therapist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	37,944.00	39,840.00	41,832.00	43,920.00	46,116.00	48,420.00
MONTHLY	3,162.00	3,320.00	3,486.00	3,660.00	3,843.00	4,035.00
BI-WEEKLY	1,459.38	1,532.31	1,608.92	1,689.23	1,773.69	1,862.31
HOURLY	18.2423	19.1538	20.1115	21.1154	22.1712	23.2788

**30 Custodian I**  
**30 FCC Education Assistant II**  
**30 FCC Program Assistant II**

	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	38,892.00	40,836.00	42,876.00	45,024.00	47,280.00	49,644.00
MONTHLY	3,241.00	3,403.00	3,573.00	3,752.00	3,940.00	4,137.00
BI-WEEKLY	1,495.85	1,570.62	1,649.08	1,731.69	1,818.46	1,909.38
HOURLY	18.6981	19.6327	20.6135	21.6462	22.7308	23.8673

**31 Paratransit Driver**

	*1*	*2*	*3*	*4*	*5*	*6*
STEP						
ANNUAL	39,864.00	41,856.00	43,944.00	46,140.00	48,444.00	50,868.00
MONTHLY	3,322.00	3,488.00	3,662.00	3,845.00	4,037.00	4,239.00
BI-WEEKLY	1,533.23	1,609.85	1,690.15	1,774.62	1,863.23	1,956.46
HOURLY	19.1654	20.1231	21.1269	22.1827	23.2904	24.4558

**32 Home Improvement Maintenance Helper**  
**32 Right-of-Way Maintenance Worker**

	*1*	*2*	*3*	*4*	*5*	*6*
STEP						
ANNUAL	40,860.00	42,900.00	45,048.00	47,304.00	49,668.00	52,152.00
MONTHLY	3,405.00	3,575.00	3,754.00	3,942.00	4,139.00	4,346.00
BI-WEEKLY	1,571.54	1,650.00	1,732.62	1,819.38	1,910.31	2,005.85
HOURLY	19.6442	20.6250	21.6577	22.7423	23.8788	25.0731

**33 Customer Service Clerk II**  
**33 Equipment Utility Worker I**  
**33 Police Records Technician I**  
**33 Police Service Technician**  
**33 Public Safety Officer**  
**33 Relief Bus Operator Trainee**

	*1*	*2*	*3*	*4*	*5*	*6*
STEP						
ANNUAL	41,880.00	43,980.00	46,176.00	48,480.00	50,904.00	53,448.00
MONTHLY	3,490.00	3,665.00	3,848.00	4,040.00	4,242.00	4,454.00
BI-WEEKLY	1,610.77	1,691.54	1,776.00	1,864.62	1,957.85	2,055.69
HOURLY	20.1346	21.1442	22.2000	23.3077	24.4731	25.6962

**34 Custodian II**  
**34 Graffiti Technician**  
**34 Paratransit Dispatcher**  
**34 Park Maintenance Worker I**

	*1*	*2*	*3*	*4*	*5*	*6*
STEP						
ANNUAL	42,924.00	45,072.00	47,328.00	49,692.00	52,176.00	54,780.00
MONTHLY	3,577.00	3,756.00	3,944.00	4,141.00	4,348.00	4,565.00
BI-WEEKLY	1,650.92	1,733.54	1,820.31	1,911.23	2,006.77	2,106.92
HOURLY	20.6365	21.6692	22.7538	23.8904	25.0846	26.3365

**35 Community Aide III**  
**35 Help Desk Technician**  
**35 Street Maintenance Worker**

	*1*	*2*	*3*	*4*	*5*	*6*
STEP						
ANNUAL	43,992.00	46,188.00	48,492.00	50,916.00	53,460.00	56,136.00
MONTHLY	3,666.00	3,849.00	4,041.00	4,243.00	4,455.00	4,678.00
BI-WEEKLY	1,692.00	1,776.46	1,865.08	1,958.31	2,056.15	2,159.08
HOURLY	21.1500	22.2058	23.3135	24.4788	25.7019	26.9885

**36 Intermediate Clerk Typist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	45,096.00	47,352.00	49,716.00	52,200.00	54,816.00	57,552.00
MONTHLY	3,758.00	3,946.00	4,143.00	4,350.00	4,568.00	4,796.00
BI-WEEKLY	1,734.46	1,821.23	1,912.15	2,007.69	2,108.31	2,213.54
HOURLY	21.6808	22.7654	23.9019	25.0962	26.3538	27.6692

**37 Nutrition Services Coordinator****37 Police Records Technician II****37 Relief Bus Operator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	46,224.00	48,540.00	50,964.00	53,508.00	56,184.00	58,992.00
MONTHLY	3,852.00	4,045.00	4,247.00	4,459.00	4,682.00	4,916.00
BI-WEEKLY	1,777.85	1,866.92	1,960.15	2,058.00	2,160.92	2,268.92
HOURLY	22.2231	23.3365	24.5019	25.7250	27.0115	28.3615

**38 Activity Coordinator****38 Equipment Utility Worker II****38 Purchasing Clerk****38 Senior Account Clerk****38 Senior Clerk Typist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	47,376.00	49,740.00	52,224.00	54,840.00	57,588.00	60,468.00
MONTHLY	3,948.00	4,145.00	4,352.00	4,570.00	4,799.00	5,039.00
BI-WEEKLY	1,822.15	1,913.08	2,008.62	2,109.23	2,214.92	2,325.69
HOURLY	22.7769	23.9135	25.1077	26.3654	27.6865	29.0712

**39 Apprentice Mechanic****39 Home Improvement Lead Person****39 Park Maintenance Worker II****39 Records Management Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	48,564.00	50,988.00	53,532.00	56,208.00	59,016.00	61,968.00
MONTHLY	4,047.00	4,249.00	4,461.00	4,684.00	4,918.00	5,164.00
BI-WEEKLY	1,867.85	1,961.08	2,058.92	2,161.85	2,269.85	2,383.38
HOURLY	23.3481	24.5135	25.7365	27.0231	28.3731	29.7923

**40 Engineering Aide****40 FCC Education Assistant III****40 FCC Program Assistant III****40 Public Works Coordinator****40 Sr. Transit Utility Specialist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	49,776.00	52,260.00	54,876.00	57,624.00	60,504.00	63,528.00
MONTHLY	4,148.00	4,355.00	4,573.00	4,802.00	5,042.00	5,294.00
BI-WEEKLY	1,914.46	2,010.00	2,110.62	2,216.31	2,327.08	2,443.38
HOURLY	23.9308	25.1250	26.3827	27.7038	29.0885	30.5423

**41 Permit/Licensing Technician I**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	51,024.00	53,580.00	56,256.00	59,064.00	62,016.00	65,112.00
MONTHLY	4,252.00	4,465.00	4,688.00	4,922.00	5,168.00	5,426.00
BI-WEEKLY	1,962.46	2,060.77	2,163.69	2,271.69	2,385.23	2,504.31
HOURLY	24.5308	25.7596	27.0462	28.3962	29.8154	31.3038

**42 Community Center Coordinator**  
**42 Community Services Officer**  
**42 Police Service Officer**  
**42 Recreation Coordinator**  
**42 Secretary**  
**42 Tree Trimmer I**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	52,296.00	54,912.00	57,660.00	60,540.00	63,564.00	66,744.00
MONTHLY	4,358.00	4,576.00	4,805.00	5,045.00	5,297.00	5,562.00
BI-WEEKLY	2,011.38	2,112.00	2,217.69	2,328.46	2,444.77	2,567.08
HOURLY	25.1423	26.4000	27.7212	29.1058	30.5596	32.0885

**43 Administrative Aide**  
**43 Building Maintenance Worker**  
**43 Cement Finisher**  
**43 Human Resources / Department Coordinator**  
**43 Payroll / Personnel Technician**  
**43 Senior Citizens Social Services Coordinator**  
**43 Transit Maintenance Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	53,604.00	56,280.00	59,100.00	62,052.00	65,160.00	68,424.00
MONTHLY	4,467.00	4,690.00	4,925.00	5,171.00	5,430.00	5,702.00
BI-WEEKLY	2,061.69	2,164.62	2,273.08	2,386.62	2,506.15	2,631.69
HOURLY	25.7712	27.0577	28.4135	29.8327	31.3269	32.8962

**44 Administrative Secretary**  
**44 Building Aide**  
**44 Building/Planning Technician**  
**44 Permit/Licensing Technician II**  
**44 Sewer Maintenance Worker**  
**44 Tree Trimmer II**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	54,948.00	57,696.00	60,576.00	63,600.00	66,780.00	70,116.00
MONTHLY	4,579.00	4,808.00	5,048.00	5,300.00	5,565.00	5,843.00
BI-WEEKLY	2,113.38	2,219.08	2,329.85	2,446.15	2,568.46	2,696.77
HOURLY	26.4173	27.7385	29.1231	30.5769	32.1058	33.7096

**45 Street Sweeper Operator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	56,316.00	59,136.00	62,088.00	65,196.00	68,460.00	71,880.00
MONTHLY	4,693.00	4,928.00	5,174.00	5,433.00	5,705.00	5,990.00
BI-WEEKLY	2,166.00	2,274.46	2,388.00	2,507.54	2,633.08	2,764.62
HOURLY	27.0750	28.4308	29.8500	31.3442	32.9135	34.5577

**46 Heavy Equipment Operator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	57,720.00	60,612.00	63,648.00	66,828.00	70,164.00	73,668.00
MONTHLY	4,810.00	5,051.00	5,304.00	5,569.00	5,847.00	6,139.00
BI-WEEKLY	2,220.00	2,331.23	2,448.00	2,570.31	2,698.62	2,833.38
HOURLY	27.7500	29.1404	30.6000	32.1288	33.7327	35.4173

**47 Equipment Mechanic**  
**47 Graphics Technician**  
**47 Maintenance Painter**  
**47 Senior Building Maintenance Worker**  
**47 Transit Mechanic**  
**47 Transit Parts/Storeroom Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	59,160.00	62,124.00	65,232.00	68,496.00	71,916.00	75,516.00
MONTHLY	4,930.00	5,177.00	5,436.00	5,708.00	5,993.00	6,293.00
BI-WEEKLY	2,275.38	2,389.38	2,508.92	2,634.46	2,766.00	2,904.46
HOURLY	28.4423	29.8673	31.3615	32.9308	34.5750	36.3058

**48 Custodian-Lead**  
**48 Financial Services Technician**  
**48 Human Resources Technician**  
**48 Junior Accountant**  
**48 Payroll Specialist**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	60,636.00	63,672.00	66,852.00	70,200.00	73,716.00	77,400.00
MONTHLY	5,053.00	5,306.00	5,571.00	5,850.00	6,143.00	6,450.00
BI-WEEKLY	2,332.15	2,448.92	2,571.23	2,700.00	2,835.23	2,976.92
HOURLY	29.1519	30.6115	32.1404	33.7500	35.4404	37.2115

**49 Administrative Analyst I**  
**49 Community Services Counselor**  
**49 Program Coordinator**  
**49 Recreation Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	62,148.00	65,256.00	68,520.00	71,952.00	75,552.00	79,332.00
MONTHLY	5,179.00	5,438.00	5,710.00	5,996.00	6,296.00	6,611.00
BI-WEEKLY	2,390.31	2,509.85	2,635.38	2,767.38	2,905.85	3,051.23
HOURLY	29.8788	31.3731	32.9423	34.5923	36.3231	38.1404

**50 Case Management Supervisor/Instructor**  
**50 Transit Dispatcher/Operations Assistant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	63,696.00	66,876.00	70,224.00	73,740.00	77,424.00	81,300.00
MONTHLY	5,308.00	5,573.00	5,852.00	6,145.00	6,452.00	6,775.00
BI-WEEKLY	2,449.85	2,572.15	2,700.92	2,836.15	2,977.85	3,126.92
HOURLY	30.6231	32.1519	33.7615	35.4519	37.2231	39.0865

**51 Electrical/Signal Technician I**  
**51 Emergency Preparedness Coordinator**  
**51 Engineering Technician**  
**51 Executive Assistant to Chief of Police**  
**51 General Building Inspector**  
**51 Information Technology Coordinator**  
**51 Lead Equipment Mechanic**  
**51 Planning Assistant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	65,292.00	68,556.00	71,988.00	75,588.00	79,368.00	83,340.00
MONTHLY	5,441.00	5,713.00	5,999.00	6,299.00	6,614.00	6,945.00
BI-WEEKLY	2,511.23	2,636.77	2,768.77	2,907.23	3,052.62	3,205.38
HOURLY	31.3904	32.9596	34.6096	36.3404	38.1577	40.0673

	<b>52</b>					
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	66,924.00	70,272.00	73,788.00	77,472.00	81,348.00	85,416.00
MONTHLY	5,577.00	5,856.00	6,149.00	6,456.00	6,779.00	7,118.00
BI-WEEKLY	2,574.00	2,702.77	2,838.00	2,979.69	3,128.77	3,285.23
HOURLY	32.1750	33.7846	35.4750	37.2462	39.1096	41.0654

**53 Code Enforcement Officer**  
**53 FCC Education Coordinator**  
**53 Park Maintenance Lead**  
**53 Public Works Inspector**  
**53 Public Works Lead**

**53 Transit Operations Training Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	68,592.00	72,024.00	75,624.00	79,404.00	83,376.00	87,540.00
MONTHLY	5,716.00	6,002.00	6,302.00	6,617.00	6,948.00	7,295.00
BI-WEEKLY	2,638.15	2,770.15	2,908.62	3,054.00	3,206.77	3,366.92
HOURLY	32.9769	34.6269	36.3577	38.1750	40.0846	42.0865

**54 Administrative Analyst II**  
**54 Building Maintenance Lead**  
**54 Forensic Technician**  
**54 Transit Marketing Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	70,308.00	73,824.00	77,520.00	81,396.00	85,464.00	89,736.00
MONTHLY	5,859.00	6,152.00	6,460.00	6,783.00	7,122.00	7,478.00
BI-WEEKLY	2,704.15	2,839.38	2,981.54	3,130.62	3,287.08	3,451.38
HOURLY	33.8019	35.4923	37.2692	39.1327	41.0885	43.1423

**55 Electrical/Signal Technician II**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	72,060.00	75,660.00	79,440.00	83,412.00	87,588.00	91,968.00
MONTHLY	6,005.00	6,305.00	6,620.00	6,951.00	7,299.00	7,664.00
BI-WEEKLY	2,771.54	2,910.00	3,055.38	3,208.15	3,368.77	3,537.23
HOURLY	34.6442	36.3750	38.1923	40.1019	42.1096	44.2154

**56 Administrative Coordinator**  
**56 Assistant Engineer**  
**56 FCC Program Coordinator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	73,860.00	77,556.00	81,432.00	85,500.00	89,772.00	94,260.00
MONTHLY	6,155.00	6,463.00	6,786.00	7,125.00	7,481.00	7,855.00
BI-WEEKLY	2,840.77	2,982.92	3,132.00	3,288.46	3,452.77	3,625.38
HOURLY	35.5096	37.2865	39.1500	41.1058	43.1596	45.3173

**57 Senior Accountant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	75,708.00	79,488.00	83,460.00	87,636.00	92,016.00	96,612.00
MONTHLY	6,309.00	6,624.00	6,955.00	7,303.00	7,668.00	8,051.00
BI-WEEKLY	2,911.85	3,057.23	3,210.00	3,370.62	3,539.08	3,715.85
HOURLY	36.3981	38.2154	40.1250	42.1327	44.2385	46.4481

	<b>58</b>					
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	77,604.00	81,480.00	85,560.00	89,844.00	94,332.00	99,048.00
MONTHLY	6,467.00	6,790.00	7,130.00	7,487.00	7,861.00	8,254.00
BI-WEEKLY	2,984.77	3,133.85	3,290.77	3,455.54	3,628.15	3,809.54
HOURLY	37.3096	39.1731	41.1346	43.1942	45.3519	47.6192

	<b>59 Administrative Support Services Supervisor</b>					
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	79,548.00	83,520.00	87,696.00	92,076.00	96,684.00	101,520.00
MONTHLY	6,629.00	6,960.00	7,308.00	7,673.00	8,057.00	8,460.00
BI-WEEKLY	3,059.54	3,212.31	3,372.92	3,541.38	3,718.62	3,904.62
HOURLY	38.2442	40.1538	42.1615	44.2673	46.4827	48.8077

	<b>60</b>					
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	81,540.00	85,620.00	89,904.00	94,404.00	99,120.00	104,076.00
MONTHLY	6,795.00	7,135.00	7,492.00	7,867.00	8,260.00	8,673.00
BI-WEEKLY	3,136.15	3,293.08	3,457.85	3,630.92	3,812.31	4,002.92
HOURLY	39.2019	41.1635	43.2231	45.3865	47.6538	50.0365

#### **61 Administrative Analyst III**

#### **61 Associate Engineer**

#### **61 Information Technology Systems Analyst - Transit**

#### **61 Transit Planning and Scheduling Analyst**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	83,580.00	87,756.00	92,148.00	96,756.00	101,592.00	106,668.00
MONTHLY	6,965.00	7,313.00	7,679.00	8,063.00	8,466.00	8,889.00
BI-WEEKLY	3,214.62	3,375.23	3,544.15	3,721.38	3,907.38	4,102.62
HOURLY	40.1827	42.1904	44.3019	46.5173	48.8423	51.2827

#### **62 Information Technology Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	85,668.00	89,952.00	94,452.00	99,180.00	104,136.00	109,344.00
MONTHLY	7,139.00	7,496.00	7,871.00	8,265.00	8,678.00	9,112.00
BI-WEEKLY	3,294.92	3,459.69	3,632.77	3,814.62	4,005.23	4,205.54
HOURLY	41.1865	43.2462	45.4096	47.6827	50.0654	52.5692

#### **90 Bus Operator**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	52,836.00	55,476.00	58,248.00	61,164.00	64,224.00	67,440.00
MONTHLY	4,403.00	4,623.00	4,854.00	5,097.00	5,352.00	5,620.00
BI-WEEKLY	2,032.15	2,133.69	2,240.31	2,352.46	2,470.15	2,593.85
HOURLY	25.4019	26.6712	28.0038	29.4058	30.8769	32.4231

Specialty - 5%	220.15	231.15	242.70	254.85	267.60	281.00
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**104**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	56,544.00	59,376.00	62,340.00	65,460.00	68,736.00	72,168.00
MONTHLY	4,712.00	4,948.00	5,195.00	5,455.00	5,728.00	6,014.00
BI-WEEKLY	2,174.77	2,283.69	2,397.69	2,517.69	2,643.69	2,775.69
HOURLY	27.1846	28.5462	29.9712	31.4712	33.0462	34.6962
Lgy Bonus 20	117.80	123.70	129.88	136.38	143.20	150.35
Lgy Bonus 25	235.60	247.40	259.75	272.75	286.40	300.70
Lgy Bonus 30	353.40	371.10	389.63	409.13	429.60	451.05

**105**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	57,960.00	60,864.00	63,912.00	67,104.00	70,464.00	73,992.00
MONTHLY	4,830.00	5,072.00	5,326.00	5,592.00	5,872.00	6,166.00
BI-WEEKLY	2,229.23	2,340.92	2,458.15	2,580.92	2,710.15	2,845.85
HOURLY	27.8654	29.2615	30.7269	32.2615	33.8769	35.5731
Lgy Bonus 20	120.75	126.80	133.15	139.80	146.80	154.15
Lgy Bonus 25	241.50	253.60	266.30	279.60	293.60	308.30
Lgy Bonus 30	362.25	380.40	399.45	419.40	440.40	462.45

**106**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	59,412.00	62,388.00	65,508.00	68,784.00	72,228.00	75,840.00
MONTHLY	4,951.00	5,199.00	5,459.00	5,732.00	6,019.00	6,320.00
BI-WEEKLY	2,285.08	2,399.54	2,519.54	2,645.54	2,778.00	2,916.92
HOURLY	28.5635	29.9942	31.4942	33.0692	34.7250	36.4615
Lgy Bonus 20	123.78	129.98	136.48	143.30	150.48	158.00
Lgy Bonus 25	247.55	259.95	272.95	286.60	300.95	316.00
Lgy Bonus 30	371.33	389.93	409.43	429.90	451.43	474.00

**107**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	60,900.00	63,948.00	67,140.00	70,500.00	74,028.00	77,724.00
MONTHLY	5,075.00	5,329.00	5,595.00	5,875.00	6,169.00	6,477.00
BI-WEEKLY	2,342.31	2,459.54	2,582.31	2,711.54	2,847.23	2,989.38
HOURLY	29.2788	30.7442	32.2788	33.8942	35.5904	37.3673
Lgy Bonus 20	126.88	133.23	139.88	146.88	154.23	161.93
Lgy Bonus 25	253.75	266.45	279.75	293.75	308.45	323.85
Lgy Bonus 30	380.63	399.68	419.63	440.63	462.68	485.78

**108 Economic Development Analyst**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	62,424.00	65,544.00	68,820.00	72,264.00	75,876.00	79,668.00
MONTHLY	5,202.00	5,462.00	5,735.00	6,022.00	6,323.00	6,639.00
BI-WEEKLY	2,400.92	2,520.92	2,646.92	2,779.38	2,918.31	3,064.15
HOURLY	30.0115	31.5115	33.0865	34.7423	36.4788	38.3019
Lgy Bonus 20	130.05	136.55	143.38	150.55	158.08	165.98
Lgy Bonus 25	260.10	273.10	286.75	301.10	316.15	331.95
Lgy Bonus 30	390.15	409.65	430.13	451.65	474.23	497.93

**109**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	63,984.00	67,188.00	70,548.00	74,076.00	77,784.00	81,672.00
MONTHLY	5,332.00	5,599.00	5,879.00	6,173.00	6,482.00	6,806.00
BI-WEEKLY	2,460.92	2,584.15	2,713.38	2,849.08	2,991.69	3,141.23
HOURLY	30.7615	32.3019	33.9173	35.6135	37.3962	39.2654
Lgy Bonus 20	133.30	139.98	146.98	154.33	162.05	170.15
Lgy Bonus 25	266.60	279.95	293.95	308.65	324.10	340.30
Lgy Bonus 30	399.90	419.93	440.93	462.98	486.15	510.45

**110**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	65,580.00	68,856.00	72,300.00	75,912.00	79,704.00	83,688.00
MONTHLY	5,465.00	5,738.00	6,025.00	6,326.00	6,642.00	6,974.00
BI-WEEKLY	2,522.31	2,648.31	2,780.77	2,919.69	3,065.54	3,218.77
HOURLY	31.5288	33.1038	34.7596	36.4962	38.3192	40.2346
Lgy Bonus 20	136.63	143.45	150.63	158.15	166.05	174.35
Lgy Bonus 25	273.25	286.90	301.25	316.30	332.10	348.70
Lgy Bonus 30	409.88	430.35	451.88	474.45	498.15	523.05

**111**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	67,224.00	70,584.00	74,112.00	77,820.00	81,708.00	85,788.00
MONTHLY	5,602.00	5,882.00	6,176.00	6,485.00	6,809.00	7,149.00
BI-WEEKLY	2,585.54	2,714.77	2,850.46	2,993.08	3,142.62	3,299.54
HOURLY	32.3192	33.9346	35.6308	37.4135	39.2827	41.2442
Lgy Bonus 20	140.05	147.05	154.40	162.13	170.23	178.73
Lgy Bonus 25	280.10	294.10	308.80	324.25	340.45	357.45
Lgy Bonus 30	420.15	441.15	463.20	486.38	510.68	536.18

**112**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	68,904.00	72,348.00	75,960.00	79,764.00	83,748.00	87,936.00
MONTHLY	5,742.00	6,029.00	6,330.00	6,647.00	6,979.00	7,328.00
BI-WEEKLY	2,650.15	2,782.62	2,921.54	3,067.85	3,221.08	3,382.15
HOURLY	33.1269	34.7827	36.5192	38.3481	40.2635	42.2769
Lgy Bonus 20	143.55	150.73	158.25	166.18	174.48	183.20
Lgy Bonus 25	287.10	301.45	316.50	332.35	348.95	366.40
Lgy Bonus 30	430.65	452.18	474.75	498.53	523.43	549.60

**113**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	70,632.00	74,160.00	77,868.00	81,756.00	85,848.00	90,144.00
MONTHLY	5,886.00	6,180.00	6,489.00	6,813.00	7,154.00	7,512.00
BI-WEEKLY	2,716.62	2,852.31	2,994.92	3,144.46	3,301.85	3,467.08
HOURLY	33.9577	35.6538	37.4365	39.3058	41.2731	43.3385
Lgy Bonus 20	147.15	154.50	162.23	170.33	178.85	187.80
Lgy Bonus 25	294.30	309.00	324.45	340.65	357.70	375.60
Lgy Bonus 30	441.45	463.50	486.68	510.98	536.55	563.40

**114**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	72,396.00	76,020.00	79,824.00	83,820.00	88,008.00	92,412.00
MONTHLY	6,033.00	6,335.00	6,652.00	6,985.00	7,334.00	7,701.00
BI-WEEKLY	2,784.46	2,923.85	3,070.15	3,223.85	3,384.92	3,554.31
HOURLY	34.8058	36.5481	38.3769	40.2981	42.3115	44.4288
Lgy Bonus 20	150.83	158.38	166.30	174.63	183.35	192.53
Lgy Bonus 25	301.65	316.75	332.60	349.25	366.70	385.05
Lgy Bonus 30	452.48	475.13	498.90	523.88	550.05	577.58

**115 Deputy City Clerk/Records Management Officer****115 Deputy City Treasurer****115 Human Resources Analyst****115 Risk Management Analyst**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	74,208.00	77,916.00	81,816.00	85,908.00	90,204.00	94,716.00
MONTHLY	6,184.00	6,493.00	6,818.00	7,159.00	7,517.00	7,893.00
BI-WEEKLY	2,854.15	2,996.77	3,146.77	3,304.15	3,469.38	3,642.92
HOURLY	35.6769	37.4596	39.3346	41.3019	43.3673	45.5365
Lgy Bonus 20	154.60	162.33	170.45	178.98	187.93	197.33
Lgy Bonus 25	309.20	324.65	340.90	357.95	375.85	394.65
Lgy Bonus 30	463.80	486.98	511.35	536.93	563.78	591.98

**116**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	76,068.00	79,872.00	83,868.00	88,056.00	92,460.00	97,080.00
MONTHLY	6,339.00	6,656.00	6,989.00	7,338.00	7,705.00	8,090.00
BI-WEEKLY	2,925.69	3,072.00	3,225.69	3,386.77	3,556.15	3,733.85
HOURLY	36.5712	38.4000	40.3212	42.3346	44.4519	46.6731
Lgy Bonus 20	158.48	166.40	174.73	183.45	192.63	202.25
Lgy Bonus 25	316.95	332.80	349.45	366.90	385.25	404.50
Lgy Bonus 30	475.43	499.20	524.18	550.35	577.88	606.75

**117 Transportation Operations Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	77,964.00	81,864.00	85,956.00	90,252.00	94,764.00	99,504.00
MONTHLY	6,497.00	6,822.00	7,163.00	7,521.00	7,897.00	8,292.00
BI-WEEKLY	2,998.62	3,148.62	3,306.00	3,471.23	3,644.77	3,827.08
HOURLY	37.4827	39.3577	41.3250	43.3904	45.5596	47.8385
Lgy Bonus 20	162.43	170.55	179.08	188.03	197.43	207.30
Lgy Bonus 25	324.85	341.10	358.15	376.05	394.85	414.60
Lgy Bonus 30	487.28	511.65	537.23	564.08	592.28	621.90

**118 Administrative Management Analyst I**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	79,908.00	83,904.00	88,104.00	92,508.00	97,128.00	101,988.00
MONTHLY	6,659.00	6,992.00	7,342.00	7,709.00	8,094.00	8,499.00
BI-WEEKLY	3,073.38	3,227.08	3,388.62	3,558.00	3,735.69	3,922.62
HOURLY	38.4173	40.3385	42.3577	44.4750	46.6962	49.0327
Lgy Bonus 20	166.48	174.80	183.55	192.73	202.35	212.48
Lgy Bonus 25	332.95	349.60	367.10	385.45	404.70	424.95
Lgy Bonus 30	499.43	524.40	550.65	578.18	607.05	637.43

**119 Accountant/Cost Accountant**  
**119 Facilities Maintenance Supervisor**  
**119 Fleet Maintenance Supervisor**  
**119 Recreation Services Manager**

**119 Transit Training and Safety Supervisor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	81,900.00	85,992.00	90,288.00	94,800.00	99,540.00	104,520.00
MONTHLY	6,825.00	7,166.00	7,524.00	7,900.00	8,295.00	8,710.00
BI-WEEKLY	3,150.00	3,307.38	3,472.62	3,646.15	3,828.46	4,020.00
HOURLY	39.3750	41.3423	43.4077	45.5769	47.8558	50.2500
Lgy Bonus 20	170.63	179.15	188.10	197.50	207.38	217.75
Lgy Bonus 25	341.25	358.30	376.20	395.00	414.75	435.50
Lgy Bonus 30	511.88	537.45	564.30	592.50	622.13	653.25

**120 Administrative Management Analyst II****120 Executive Office Assistant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	83,952.00	88,152.00	92,556.00	97,188.00	102,048.00	107,148.00
MONTHLY	6,996.00	7,346.00	7,713.00	8,099.00	8,504.00	8,929.00
BI-WEEKLY	3,228.92	3,390.46	3,559.85	3,738.00	3,924.92	4,121.08
HOURLY	40.3615	42.3808	44.4981	46.7250	49.0615	51.5135
Lgy Bonus 20	174.90	183.65	192.83	202.48	212.60	223.23
Lgy Bonus 25	349.80	367.30	385.65	404.95	425.20	446.45
Lgy Bonus 30	524.70	550.95	578.48	607.43	637.80	669.68

**121**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	86,052.00	90,360.00	94,884.00	99,624.00	104,604.00	109,836.00
MONTHLY	7,171.00	7,530.00	7,907.00	8,302.00	8,717.00	9,153.00
BI-WEEKLY	3,309.69	3,475.38	3,649.38	3,831.69	4,023.23	4,224.46
HOURLY	41.3712	43.4423	45.6173	47.8962	50.2904	52.8058
Lgy Bonus 20	179.28	188.25	197.68	207.55	217.93	228.83
Lgy Bonus 25	358.55	376.50	395.35	415.10	435.85	457.65
Lgy Bonus 30	537.83	564.75	593.03	622.65	653.78	686.48

**122 Senior Human Resources Analyst****122 Senior Planner**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	88,200.00	92,616.00	97,248.00	102,108.00	107,208.00	112,572.00
MONTHLY	7,350.00	7,718.00	8,104.00	8,509.00	8,934.00	9,381.00
BI-WEEKLY	3,392.31	3,562.15	3,740.31	3,927.23	4,123.38	4,329.69
HOURLY	42.4038	44.5269	46.7538	49.0904	51.5423	54.1212
Lgy Bonus 20	183.75	192.95	202.60	212.73	223.35	234.53
Lgy Bonus 25	367.50	385.90	405.20	425.45	446.70	469.05
Lgy Bonus 30	551.25	578.85	607.80	638.18	670.05	703.58

**123**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	90,408.00	94,932.00	99,684.00	104,664.00	109,896.00	115,392.00
MONTHLY	7,534.00	7,911.00	8,307.00	8,722.00	9,158.00	9,616.00
BI-WEEKLY	3,477.23	3,651.23	3,834.00	4,025.54	4,226.77	4,438.15
HOURLY	43.4654	45.6404	47.9250	50.3192	52.8346	55.4769
Lgy Bonus 20	188.35	197.78	207.68	218.05	228.95	240.40
Lgy Bonus 25	376.70	395.55	415.35	436.10	457.90	480.80
Lgy Bonus 30	565.05	593.33	623.03	654.15	686.85	721.20

**124 Senior Administrative Analyst**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	92,664.00	97,296.00	102,156.00	107,268.00	112,632.00	118,260.00
MONTHLY	7,722.00	8,108.00	8,513.00	8,939.00	9,386.00	9,855.00
BI-WEEKLY	3,564.00	3,742.15	3,929.08	4,125.69	4,332.00	4,548.46
HOURLY	44.5500	46.7769	49.1135	51.5712	54.1500	56.8558
Lgy Bonus 20	193.05	202.70	212.83	223.48	234.65	246.38
Lgy Bonus 25	386.10	405.40	425.65	446.95	469.30	492.75
Lgy Bonus 30	579.15	608.10	638.48	670.43	703.95	739.13

**125 Civil Engineer**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	94,980.00	99,732.00	104,724.00	109,956.00	115,452.00	121,224.00
MONTHLY	7,915.00	8,311.00	8,727.00	9,163.00	9,621.00	10,102.00
BI-WEEKLY	3,653.08	3,835.85	4,027.85	4,229.08	4,440.46	4,662.46
HOURLY	45.6635	47.9481	50.3481	52.8635	55.5058	58.2808
Lgy Bonus 20	197.88	207.78	218.18	229.08	240.53	252.55
Lgy Bonus 25	395.75	415.55	436.35	458.15	481.05	505.10
Lgy Bonus 30	593.63	623.33	654.53	687.23	721.58	757.65

**126 Administrative Services Manager**  
**126 Community Development Manager**  
**126 Economic Development Manager**  
**126 Family Child Care Manager**  
**126 Recreation & Human Services Superintendent**  
**126 Transportation Administrative Manager**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	97,356.00	102,228.00	107,340.00	112,704.00	118,344.00	124,260.00
MONTHLY	8,113.00	8,519.00	8,945.00	9,392.00	9,862.00	10,355.00
BI-WEEKLY	3,744.46	3,931.85	4,128.46	4,334.77	4,551.69	4,779.23
HOURLY	46.8058	49.1481	51.6058	54.1846	56.8962	59.7404
Lgy Bonus 20	202.83	212.98	223.63	234.80	246.55	258.88
Lgy Bonus 25	405.65	425.95	447.25	469.60	493.10	517.75
Lgy Bonus 30	608.48	638.93	670.88	704.40	739.65	776.63

**127**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	99,792.00	104,784.00	110,028.00	115,524.00	121,296.00	127,356.00
MONTHLY	8,316.00	8,732.00	9,169.00	9,627.00	10,108.00	10,613.00
BI-WEEKLY	3,838.15	4,030.15	4,231.85	4,443.23	4,665.23	4,898.31
HOURLY	47.9769	50.3769	52.8981	55.5404	58.3154	61.2288
Lgy Bonus 20	207.90	218.30	229.23	240.68	252.70	265.33
Lgy Bonus 25	415.80	436.60	458.45	481.35	505.40	530.65
Lgy Bonus 30	623.70	654.90	687.68	722.03	758.10	795.98

**128 Equipment Maintenance Superintendent**  
**128 Finance and Administrative Services Manager**  
**128 Financial Services Manager**  
**128 Transit Maintenance Manager**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	102,288.00	107,400.00	112,776.00	118,416.00	124,332.00	130,548.00
MONTHLY	8,524.00	8,950.00	9,398.00	9,868.00	10,361.00	10,879.00
BI-WEEKLY	3,934.15	4,130.77	4,337.54	4,554.46	4,782.00	5,021.08
HOURLY	49.1769	51.6346	54.2192	56.9308	59.7750	62.7635
Lgy Bonus 20	213.10	223.75	234.95	246.70	259.03	271.98
Lgy Bonus 25	426.20	447.50	469.90	493.40	518.05	543.95
Lgy Bonus 30	639.30	671.25	704.85	740.10	777.08	815.93

**129**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	104,844.00	110,088.00	115,596.00	121,380.00	127,452.00	133,824.00
MONTHLY	8,737.00	9,174.00	9,633.00	10,115.00	10,621.00	11,152.00
BI-WEEKLY	4,032.46	4,234.15	4,446.00	4,668.46	4,902.00	5,147.08
HOURLY	50.4058	52.9269	55.5750	58.3558	61.2750	64.3385
Lgy Bonus 20	218.43	229.35	240.83	252.88	265.53	278.80
Lgy Bonus 25	436.85	458.70	481.65	505.75	531.05	557.60
Lgy Bonus 30	655.28	688.05	722.48	758.63	796.58	836.40

**130 Accounting/Finance Manager  
130 Information Technology Manager  
130 Park Maintenance Superintendent  
130 Recreation Program Administrator  
130 Street Maintenance Superintendent**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	107,460.00	112,836.00	118,476.00	124,404.00	130,620.00	137,148.00
MONTHLY	8,955.00	9,403.00	9,873.00	10,367.00	10,885.00	11,429.00
BI-WEEKLY	4,133.08	4,339.85	4,556.77	4,784.77	5,023.85	5,274.92
HOURLY	51.6635	54.2481	56.9596	59.8096	62.7981	65.9365
Lgy Bonus 20	223.88	235.08	246.83	259.18	272.13	285.73
Lgy Bonus 25	447.75	470.15	493.65	518.35	544.25	571.45
Lgy Bonus 30	671.63	705.23	740.48	777.53	816.38	857.18

**131 Plan Check Engineer  
131 Transit Operations Manager**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	110,148.00	115,656.00	121,440.00	127,512.00	133,884.00	140,580.00
MONTHLY	9,179.00	9,638.00	10,120.00	10,626.00	11,157.00	11,715.00
BI-WEEKLY	4,236.46	4,448.31	4,670.77	4,904.31	5,149.38	5,406.92
HOURLY	52.9558	55.6038	58.3846	61.3038	64.3673	67.5865
Lgy Bonus 20	229.48	240.95	253.00	265.65	278.93	292.88
Lgy Bonus 25	458.95	481.90	506.00	531.30	557.85	585.75
Lgy Bonus 30	688.43	722.85	759.00	796.95	836.78	878.63

**132 FCC Therapist/Trainer II**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	112,896.00	118,536.00	124,464.00	130,692.00	137,232.00	144,096.00
MONTHLY	9,408.00	9,878.00	10,372.00	10,891.00	11,436.00	12,008.00
BI-WEEKLY	4,342.15	4,559.08	4,787.08	5,026.62	5,278.15	5,542.15
HOURLY	54.2769	56.9885	59.8385	62.8327	65.9769	69.2769
Lgy Bonus 20	235.20	246.95	259.30	272.28	285.90	300.20
Lgy Bonus 25	470.40	493.90	518.60	544.55	571.80	600.40
Lgy Bonus 30	705.60	740.85	777.90	816.83	857.70	900.60

**133 Human Resources Manager**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	115,716.00	121,500.00	127,572.00	133,956.00	140,652.00	147,684.00
MONTHLY	9,643.00	10,125.00	10,631.00	11,163.00	11,721.00	12,307.00
BI-WEEKLY	4,450.62	4,673.08	4,906.62	5,152.15	5,409.69	5,680.15
HOURLY	55.6327	58.4135	61.3327	64.4019	67.6212	71.0019
Lgy Bonus 20	241.08	253.13	265.78	279.08	293.03	307.68
Lgy Bonus 25	482.15	506.25	531.55	558.15	586.05	615.35
Lgy Bonus 30	723.23	759.38	797.33	837.23	879.08	923.03

**134 Assistant to the City Manager  
134 Transit Administrative Officer  
134 Transit Operations Officer**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	118,608.00	124,536.00	130,764.00	137,304.00	144,168.00	151,380.00
MONTHLY	9,884.00	10,378.00	10,897.00	11,442.00	12,014.00	12,615.00
BI-WEEKLY	4,561.85	4,789.85	5,029.38	5,280.92	5,544.92	5,822.31
HOURLY	57.0231	59.8731	62.8673	66.0115	69.3115	72.7788
Lgy Bonus 20	247.10	259.45	272.43	286.05	300.35	315.38
Lgy Bonus 25	494.20	518.90	544.85	572.10	600.70	630.75
Lgy Bonus 30	741.30	778.35	817.28	858.15	901.05	946.13

**135**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	121,572.00	127,656.00	134,040.00	140,748.00	147,780.00	155,172.00
MONTHLY	10,131.00	10,638.00	11,170.00	11,729.00	12,315.00	12,931.00
BI-WEEKLY	4,675.85	4,909.85	5,155.38	5,413.38	5,683.85	5,968.15
HOURLY	58.4481	61.3731	64.4423	67.6673	71.0481	74.6019
Lgy Bonus 20	253.28	265.95	279.25	293.23	307.88	323.28
Lgy Bonus 25	506.55	531.90	558.50	586.45	615.75	646.55
Lgy Bonus 30	759.83	797.85	837.75	879.68	923.63	969.83

**136**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	124,608.00	130,836.00	137,376.00	144,240.00	151,452.00	159,024.00
MONTHLY	10,384.00	10,903.00	11,448.00	12,020.00	12,621.00	13,252.00
BI-WEEKLY	4,792.62	5,032.15	5,283.69	5,547.69	5,825.08	6,116.31
HOURLY	59.9077	62.9019	66.0462	69.3462	72.8135	76.4538
Lgy Bonus 20	259.60	272.58	286.20	300.50	315.53	331.30
Lgy Bonus 25	519.20	545.15	572.40	601.00	631.05	662.60
Lgy Bonus 30	778.80	817.73	858.60	901.50	946.58	993.90

**137**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	127,728.00	134,112.00	140,820.00	147,864.00	155,256.00	163,020.00
MONTHLY	10,644.00	11,176.00	11,735.00	12,322.00	12,938.00	13,585.00
BI-WEEKLY	4,912.62	5,158.15	5,416.15	5,687.08	5,971.38	6,270.00
HOURLY	61.4077	64.4769	67.7019	71.0885	74.6423	78.3750
Lgy Bonus 20	266.10	279.40	293.38	308.05	323.45	339.63
Lgy Bonus 25	532.20	558.80	586.75	616.10	646.90	679.25
Lgy Bonus 30	798.30	838.20	880.13	924.15	970.35	1018.88



**138 Principal Civil Engineer****138 Chief Fiscal Officer**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	130,920.00	137,472.00	144,348.00	151,560.00	159,144.00	167,100.00
MONTHLY	10,910.00	11,456.00	12,029.00	12,630.00	13,262.00	13,925.00
BI-WEEKLY	5,035.38	5,287.38	5,551.85	5,829.23	6,120.92	6,426.92
HOURLY	62.9423	66.0923	69.3981	72.8654	76.5115	80.3365
Lgy Bonus 20	272.75	286.40	300.73	315.75	331.55	348.13
Lgy Bonus 25	545.50	572.80	601.45	631.50	663.10	696.25
Lgy Bonus 30	818.25	859.20	902.18	947.25	994.65	1044.38

**139**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	134,196.00	140,904.00	147,948.00	155,340.00	163,104.00	171,264.00
MONTHLY	11,183.00	11,742.00	12,329.00	12,945.00	13,592.00	14,272.00
BI-WEEKLY	5,161.38	5,419.38	5,690.31	5,974.62	6,273.23	6,587.08
HOURLY	64.5173	67.7423	71.1288	74.6827	78.4154	82.3385
Lgy Bonus 20	279.58	293.55	308.23	323.63	339.80	356.80
Lgy Bonus 25	559.15	587.10	616.45	647.25	679.60	713.60
Lgy Bonus 30	838.73	880.65	924.68	970.88	1019.40	1070.40

**140**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	137,556.00	144,432.00	151,656.00	159,240.00	167,208.00	175,572.00
MONTHLY	11,463.00	12,036.00	12,638.00	13,270.00	13,934.00	14,631.00
BI-WEEKLY	5,290.62	5,555.08	5,832.92	6,124.62	6,431.08	6,752.77
HOURLY	66.1327	69.4385	72.9115	76.5577	80.3885	84.4096
Lgy Bonus 20	286.58	300.90	315.95	331.75	348.35	365.78
Lgy Bonus 25	573.15	601.80	631.90	663.50	696.70	731.55
Lgy Bonus 30	859.73	902.70	947.85	995.25	1045.05	1097.33

**141**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	141,000.00	148,056.00	155,460.00	163,236.00	171,396.00	179,964.00
MONTHLY	11,750.00	12,338.00	12,955.00	13,603.00	14,283.00	14,997.00
BI-WEEKLY	5,423.08	5,694.46	5,979.23	6,278.31	6,592.15	6,921.69
HOURLY	67.7885	71.1808	74.7404	78.4788	82.4019	86.5212
Lgy Bonus 20	293.75	308.45	323.88	340.08	357.08	374.93
Lgy Bonus 25	587.50	616.90	647.75	680.15	714.15	749.85
Lgy Bonus 30	881.25	925.35	971.63	1020.23	1071.23	1124.78

**142**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	144,528.00	151,752.00	159,336.00	167,304.00	175,668.00	184,452.00
MONTHLY	12,044.00	12,646.00	13,278.00	13,942.00	14,639.00	15,371.00
BI-WEEKLY	5,558.77	5,836.62	6,128.31	6,434.77	6,756.46	7,094.31
HOURLY	69.4846	72.9577	76.6038	80.4346	84.4558	88.6788
Lgy Bonus 20	301.10	316.15	331.95	348.55	365.98	384.28
Lgy Bonus 25	602.20	632.30	663.90	697.10	731.95	768.55
Lgy Bonus 30	903.30	948.45	995.85	1045.65	1097.93	1152.83

**143**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	148,140.00	155,544.00	163,320.00	171,492.00	180,072.00	189,072.00
MONTHLY	12,345.00	12,962.00	13,610.00	14,291.00	15,006.00	15,756.00
BI-WEEKLY	5,697.69	5,982.46	6,281.54	6,595.85	6,925.85	7,272.00
HOURLY	71.2212	74.7808	78.5192	82.4481	86.5731	90.9000

Lgy Bonus 20	308.63	324.05	340.25	357.28	375.15	393.90
Lgy Bonus 25	617.25	648.10	680.50	714.55	750.30	787.80
Lgy Bonus 30	925.88	972.15	1020.75	1071.83	1125.45	1181.70

**144**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	151,848.00	159,444.00	167,412.00	175,788.00	184,572.00	193,800.00
MONTHLY	12,654.00	13,287.00	13,951.00	14,649.00	15,381.00	16,150.00
BI-WEEKLY	5,840.31	6,132.46	6,438.92	6,761.08	7,098.92	7,453.85
HOURLY	73.0038	76.6558	80.4865	84.5135	88.7365	93.1731

Lgy Bonus 20	316.35	332.18	348.78	366.23	384.53	403.75
Lgy Bonus 25	632.70	664.35	697.55	732.45	769.05	807.50
Lgy Bonus 30	949.05	996.53	1046.33	1098.68	1153.58	1211.25

**145**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	155,640.00	163,428.00	171,600.00	180,180.00	189,192.00	198,648.00
MONTHLY	12,970.00	13,619.00	14,300.00	15,015.00	15,766.00	16,554.00
BI-WEEKLY	5,986.15	6,285.69	6,600.00	6,930.00	7,276.62	7,640.31
HOURLY	74.8269	78.5712	82.5000	86.6250	90.9577	95.5038

Lgy Bonus 20	324.25	340.48	357.50	375.38	394.15	413.85
Lgy Bonus 25	648.50	680.95	715.00	750.75	788.30	827.70
Lgy Bonus 30	972.75	1021.43	1072.50	1126.13	1182.45	1241.55

**146**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	159,528.00	167,508.00	175,884.00	184,680.00	193,920.00	203,616.00
MONTHLY	13,294.00	13,959.00	14,657.00	15,390.00	16,160.00	16,968.00
BI-WEEKLY	6,135.69	6,442.62	6,764.77	7,103.08	7,458.46	7,831.38
HOURLY	76.6962	80.5327	84.5596	88.7885	93.2308	97.8923

Lgy Bonus 20	332.35	348.98	366.43	384.75	404.00	424.20
Lgy Bonus 25	664.70	697.95	732.85	769.50	808.00	848.40
Lgy Bonus 30	997.05	1046.93	1099.28	1154.25	1212.00	1272.60

**147**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	163,512.00	171,684.00	180,264.00	189,276.00	198,744.00	208,680.00
MONTHLY	13,626.00	14,307.00	15,022.00	15,773.00	16,562.00	17,390.00
BI-WEEKLY	6,288.92	6,603.23	6,933.23	7,279.85	7,644.00	8,026.15
HOURLY	78.6115	82.5404	86.6654	90.9981	95.5500	100.3269

Lgy Bonus 20	340.65	357.68	375.55	394.33	414.05	434.75
Lgy Bonus 25	681.30	715.35	751.10	788.65	828.10	869.50
Lgy Bonus 30	1021.95	1073.03	1126.65	1182.98	1242.15	1304.25

**148**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	167,604.00	175,980.00	184,776.00	194,016.00	203,712.00	213,900.00
MONTHLY	13,967.00	14,665.00	15,398.00	16,168.00	16,976.00	17,825.00
BI-WEEKLY	6,446.31	6,768.46	7,106.77	7,462.15	7,835.08	8,226.92
HOURLY	80.5788	84.6058	88.8346	93.2769	97.9385	102.8365

Lgy Bonus 20	349.18	366.63	384.95	404.20	424.40	445.63
Lgy Bonus 25	698.35	733.25	769.90	808.40	848.80	891.25
Lgy Bonus 30	1047.53	1099.88	1154.85	1212.60	1273.20	1336.88

**149**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	171,792.00	180,384.00	189,408.00	198,876.00	208,824.00	219,264.00
MONTHLY	14,316.00	15,032.00	15,784.00	16,573.00	17,402.00	18,272.00
BI-WEEKLY	6,607.38	6,937.85	7,284.92	7,649.08	8,031.69	8,433.23
HOURLY	82.5923	86.7231	91.0615	95.6135	100.3962	105.4154

Lgy Bonus 20	357.90	375.80	394.60	414.33	435.05	456.80
Lgy Bonus 25	715.80	751.60	789.20	828.65	870.10	913.60
Lgy Bonus 30	1073.70	1127.40	1183.80	1242.98	1305.15	1370.40

**150 Joint Powers Authority Accountant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	156,000.00					
MONTHLY	13,000.00					
BI-WEEKLY	6,000.00					
HOURLY	75.0000					

<b>200 Police Trainee</b>						
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	74,556.00	-	-	-	-	-
MONTHLY	6,213.00	-	-	-	-	-
BI-WEEKLY	2,867.54	-	-	-	-	-
HOURLY	35.8442	-	-	-	-	-
<b>201 Police Officer</b>						
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	87,708.00	92,088.00	96,696.00	101,532.00	106,608.00	111,936.00
MONTHLY	7,309.00	7,674.00	8,058.00	8,461.00	8,884.00	9,328.00
BI-WEEKLY	3,373.38	3,541.85	3,719.08	3,905.08	4,100.31	4,305.23
HOURLY	42.1673	44.2731	46.4885	48.8135	51.2538	53.8154
EDUCATIONAL INCENTIVE BONUS						
AA	1,052.37	1,052.37	1,052.37	1,052.37	1,052.37	1,052.37
BA	1,568.37	1,568.37	1,568.37	1,568.37	1,568.37	1,568.37
SPECIALIST	619.00	619.00	619.00	619.00	619.00	619.00
Lgy Bonus 7	365.00	365.00	365.00	365.00	365.00	365.00
Lgy Bonus 12	520.00	520.00	520.00	520.00	520.00	520.00
Lgy Bonus 20	885.45	903.70	922.90	943.05	964.20	986.40
Lgy Bonus 26	1,250.90	1,287.40	1,325.80	1,366.10	1,408.40	1,452.80
<b>203 Police Sergeant</b>						
STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	112,092.00	117,696.00	123,576.00	129,756.00	136,248.00	143,064.00
MONTHLY	9,341.00	9,808.00	10,298.00	10,813.00	11,354.00	11,922.00
BI-WEEKLY	4,311.23	4,526.77	4,752.92	4,990.62	5,240.31	5,502.46
HOURLY	53.8904	56.5846	59.4115	62.3827	65.5038	68.7808
EDUCATIONAL INCENTIVE BONUS						
AA	1,344.04	1,344.04	1,344.04	1,344.04	1,344.04	1,344.04
BA	1,962.04	1,962.04	1,962.04	1,962.04	1,962.04	1,962.04
SPECIAL DUTY PAY	420.00	420.00	420.00	420.00	420.00	420.00
Lgy Bonus 7	326.00	326.00	326.00	326.00	326.00	326.00
Lgy Bonus 12	520.00	520.00	520.00	520.00	520.00	520.00
Lgy Bonus 20	987.05	1,010.40	1,034.90	1,060.65	1,087.70	1,116.10
Lgy Bonus 26	1,454.10	1,500.80	1,549.80	1,601.30	1,655.40	1,712.20

**227 Police Lieutenant**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	150,204.00	157,716.00	165,600.00	173,880.00	182,580.00	191,712.00
MONTHLY	12,517.00	13,143.00	13,800.00	14,490.00	15,215.00	15,976.00
BI-WEEKLY	5,777.08	6,066.00	6,369.23	6,687.69	7,022.31	7,373.54
HOURLY	72.2135	75.8250	79.6154	83.5962	87.7788	92.1692

**EDUCATIONAL INCENTIVE BONUS**

BA	1,766.44	1,837.84	1,912.84	1,991.56	2,074.24	2,161.00
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CA POST Mgmt. Cert.	625.85	657.15	690.00	724.50	760.75	798.80
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Lgy Bonus 20	625.85	657.15	690.00	724.50	760.75	798.80
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Lgy Bonus 26	1,251.70	1,314.30	1,380.00	1,449.00	1,521.50	1,597.60
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**231 Police Captain**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	178,584.00	187,512.00	196,884.00	206,724.00	217,056.00	227,904.00
MONTHLY	14,882.00	15,626.00	16,407.00	17,227.00	18,088.00	18,992.00
BI-WEEKLY	6,868.62	7,212.00	7,572.46	7,950.92	8,348.31	8,765.54
HOURLY	85.8577	90.1500	94.6558	99.3865	104.3538	109.5692

**EDUCATIONAL INCENTIVE BONUS**

BA	2,036.08	2,120.92	2,209.96	2,303.56	2,401.84	2,505.04
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CA POST Mgmt. Cert.	744.10	781.30	820.35	861.35	904.40	949.60
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Lgy Bonus 20	744.10	781.30	820.35	861.35	904.40	949.60
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Lgy Bonus 26	1,488.20	1,562.60	1,640.70	1,722.70	1,808.80	1,899.20
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**232 Deputy Police Chief**

STEP	*1*
ANNUAL	227,436.00
MONTHLY	18,953.00
BI-WEEKLY	8,747.54
HOURLY	109.3442

**EDUCATIONAL INCENTIVE BONUS**

BA	2,474.36
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CA POST Mgmt. Cert.	947.65
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Lgy Bonus 20	947.65
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Lgy Bonus 26	1,895.30
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**301 Mayor**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	11,400.00					
MONTHLY	950.00					
BI-WEEKLY	438.46					
HOURLY	5.4808					

**302 Councilmember**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	7,800.00					
MONTHLY	650.00					
BI-WEEKLY	300.00					
HOURLY	3.7500					

**303 City Clerk**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	12,000.00					
MONTHLY	1,000.00					
BI-WEEKLY	461.54					
HOURLY	5.7692					

**304 City Treasurer**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	6,000.00					
MONTHLY	500.00					
BI-WEEKLY	230.77					
HOURLY	2.8846					

**305 Youth Commissioner**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	300.00	-	-	-	-	-
MONTHLY	25.00	-	-	-	-	-
BI-WEEKLY	11.54	-	-	-	-	-
HOURLY	0.1442	-	-	-	-	-

**306 Human Services Commissioner****306 Recreation Commissioner****306 Rent Mediation Board Member****306 Senior Citizens Commissioner**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	600.00	-	-	-	-	-
MONTHLY	50.00	-	-	-	-	-
BI-WEEKLY	23.08	-	-	-	-	-
HOURLY	0.2885	-	-	-	-	-

**307**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	900.00	-	-	-	-	-
MONTHLY	75.00	-	-	-	-	-
BI-WEEKLY	34.62	-	-	-	-	-
HOURLY	0.4327	-	-	-	-	-

**308 Planning Commissioner**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	1,200.00	-	-	-	-	-
MONTHLY	100.00	-	-	-	-	-
BI-WEEKLY	46.15	-	-	-	-	-
HOURLY	0.5769	-	-	-	-	-

**330 Department Heads**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	162,756.00	170,892.00	179,436.00	188,412.00	197,832.00	207,720.00
MONTHLY	13,563.00	14,241.00	14,953.00	15,701.00	16,486.00	17,310.00
BI-WEEKLY	6,259.85	6,572.77	6,901.38	7,246.62	7,608.92	7,989.23
HOURLY	78.2481	82.1596	86.2673	90.5827	95.1115	99.8654

Lgy Bonus 20	339.08	356.03	373.83	392.53	412.15	432.75
Lgy Bonus 25	678.15	712.05	747.65	785.05	824.30	865.50
Lgy Bonus 30	1017.23	1068.08	1121.48	1177.58	1236.45	1298.25

**339 Assistant City Manager**

STEP	*1*	*2*	*3*	*4*	*5*	*6*
ANNUAL	178,661.70	187,596.00	196,980.00	206,832.00	217,176.00	228,036.00
MONTHLY	14,888.48	15,633.00	16,415.00	17,236.00	18,098.00	19,003.00
BI-WEEKLY	6,871.60	7,215.23	7,576.15	7,955.08	8,352.92	8,770.62
HOURLY	85.8950	90.1904	94.7019	99.4385	104.4115	109.6327

**340 Police Chief**

STEP	*1*
ANNUAL	253,356.00
MONTHLY	21,113.00
BI-WEEKLY	9,744.46
HOURLY	121.8058

Edu Incentive Pay	2,733.56
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CA POST Mgmt. Cert.	1,055.65
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Lgy Bonus 26	2,111.30
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**350 City Manager**

STEP	*1*
ANNUAL	285,300.00
MONTHLY	23,775.00
BI-WEEKLY	10,973.08
HOURLY	137.1635

## **RESOLUTION NO. 6583**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, MAKING THE LEGALLY REQUIRED FINDINGS TO RE-AUTHORIZE THE USE OF TELECONFERENCING IN ACCORDANCE WITH ASSEMBLY BILL 361 FOR MEETINGS OF THE GARDENA CITY COUNCIL AND OTHER COMMISSIONS, COMMITTEES AND BOARDS SUBJECT TO STATE OPEN MEETING LAWS**

THE CITY COUNCIL OF THE CITY OF GARDENA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, international, national, state, and local health and governmental authorities are responding to an outbreak of respiratory disease caused by a novel coronavirus named “SARS-CoV-2,” and the disease it causes has been named “coronavirus disease 2019,” abbreviated COVID-19, (“COVID-19”); and

WHEREAS, on March 4, 2020, the Governor of the State of California, Gavin Newsom declared a State of Emergency in California to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for broader spread of COVID-19; and

WHEREAS, on March 4, 2020, the Los Angeles County Board of Supervisors and Department of Public Health declared a local emergency and local public health emergency to aid the regional healthcare and governmental community in responding to COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States declared a National Emergency due to the continue spread and the effects of COVID-19; and

WHEREAS, on March 16, 2020, the City Manager, as the City’s Director of Emergency Services, did proclaim the existence of a local emergency as authorized by Government Code section 8630 and Gardena Municipal Code Chapter 2.56.060; and

WHEREAS, the Governor’s March 4, 2021, declaration of a state of emergency based on the COVID-19 pandemic remains in place; and

WHEREAS, the Proclamation of Existence of a Local Emergency issued by the City Manager, as the City’s Director of Emergency Services on March 16, 2020, has been ratified by the City Council via Resolution 6441 on March 19, 2020 and reaffirmed by Resolution No. 6454 on May 12, 2020, Resolution No 6469 on July 14, 2020, Resolution No. 6478 on September 8, 2020, Resolution No. 6483 on October 27, 2020, Resolution



No. 6489 on December 15, 2020, Resolution No. 6495 on February 9, 2021, Resolution No. 6503 on March 23, 2021, Resolution No. 6512 on May 11, 2021, Resolution No. 6521 on June 22, 2021, Resolution No. 6526 on August 10, 2021, Resolution No. 6533 on October 26, 2021, Resolution No. 6538 on December 14, 2021, Resolution No. 6559 on February 8, 2022, Resolution No. 6567 on March 22, 2022 and Resolution No. 6574 on May 10, 2022, with the result that the proclamation of a local emergency based on the COVID-19 pandemic remains in place; and

WHEREAS, Paragraph 3 of Executive Order N-29-20, issued by the Governor on March 17, 2020, among other things, suspended the Brown Act requirements for teleconferencing, provided that notice and accessibility requirements were met, the public was allowed to observe and address the legislative body at the meeting, and the legislative body had a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, specifying that this suspension would remain in place during the period in which state or local public health officials have imposed or recommended social distancing measures; and

WHEREAS, paragraph 42 of Executive Order N-08-21, issued by the Governor on June 11, 2021, withdrew, and replaced paragraph 3 of Executive Order N-29-20's suspension of the Brown Act requirements for teleconferencing with a similar suspension of those requirements that it specified would remain in place only through September 30, 2021; and

WHEREAS, on September 16, 2021, the Governor signed into law Assembly Bill No. 361 ("AB 361"), which, until January 1, 2024, authorizes a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency, as that term is defined, when state or local health officials have imposed or recommended measures to promote social distancing or when the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, AB 361 requires legislative bodies that hold teleconferenced meetings under its abbreviated teleconferencing procedures to give notice of the meeting and post agendas, as described, to allow members of the public to access the meeting and address

the legislative body, to give notice of the means by which members of the public may access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option, and to conduct the meeting in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body; and

WHEREAS, AB 361 requires the legislative body to take no further action on agenda items when there is a disruption which prevents the public agency from broadcasting the meeting, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments, until public access is restored; and

WHEREAS, AB 361 prohibits the legislative body from requiring public comments to be submitted in advance of the meeting and specifies that the legislative body must provide an opportunity for the public to address the legislative body and offer comment in real time; and

WHEREAS, AB 361 prohibits the legislative body from closing the public comment period and the opportunity to register to provide public comment, until the public comment period has elapsed or until a reasonable amount of time has elapsed, as specified; and

WHEREAS, when there is a continuing state of emergency, or when state or local officials have imposed or recommended measures to promote social distancing, AB 361 requires a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting pursuant to these provisions, and to make those findings every 30 days thereafter, in order to continue to meet under AB 361's abbreviated teleconferencing procedures; and

WHEREAS, this body previously adopted a Resolution, which made the findings required by AB 361 to allow the City Council and all City Commissions, Committees and Boards to continue to meet under AB 361's abbreviated teleconferencing procedures, and authorized the City Council and all City Commissions, Committees and Boards to conduct meetings under AB 361's abbreviated teleconferencing procedures, without complying with the requirements set forth in Government Code Section 54953(b)(3), subject to compliance with the requirements set forth in Government Code Section 54953(e)(2); and

WHEREAS, in light of the continuing State and local declarations of emergency resulting from the COVID-19 pandemic, the continuing recommendation by Los Angeles County Public Health officials of measures to promote social distancing, and the imminent risks to the health of safety of attendees at meetings conducted in person, the City Council desires to again make the findings required by AB 361 to allow the City Council and all City Commissions, Committees and Boards to continue to meet under AB 361's abbreviated teleconferencing procedures.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY FIND, DETERMINE, AND RESOLVE, AS FOLLOWS:**

SECTION 1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

SECTION 2. The City Council finds that the State and local declarations of emergency resulting from the COVID-19 pandemic remain in place, and that the state of emergency continues to directly impact the ability to meet safely in person.

SECTION 3. The City Council finds that local officials, namely, the Los Angeles County Department of Public Health, has continued to recommend measures to promote social distancing.

SECTION 4. As a result of the findings in Sections 1 through 3 above, the City Council and all City Commissions, Committees and Boards are authorized to conduct meetings under AB 361's abbreviated teleconferencing procedures, without complying with the requirements set forth in Government Code Section 54953(b)(3), subject to compliance with the requirements set forth in Government Code Section 54953(e)(2).

SECTION 5. If any section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The City Council hereby declares that it would have passed this Resolution and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of this Resolution would be subsequently declared invalid or unconstitutional.

BE IT FURTHER RESOLVED that the City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered among the original Resolutions of said City; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.


Passed, approved, and adopted this 14th day of June 2022.

\_\_\_\_\_  
TASHA CERDA, Mayor

ATTEST:

\_\_\_\_\_  
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CARMEN VASQUEZ, City Attorney



BUREAU OF GAMBLING CONTROL  
2450 DEL PASO ROAD, SUITE 100  
SACRAMENTO, CA 95834

May 20, 2022

Keith Sharp, Designated Agent  
Hustler Casino  
301 North Lake Avenue, Suite 1100  
Pasadena, CA 91101

**BGC ID: GEGA-003841**

RE: Ultimate Texas Hold'em Progressive Jackpot Modification Approval

Dear Keith Sharp:

The Bureau of Gambling Control (Bureau) has reviewed Hustler Casino's request to offer the modified gaming activity of Ultimate Texas Hold'em Progressive Jackpot for play. This letter is to inform you that the Bureau has approved this request, and Hustler Casino may begin offering the modified gaming activity for play, as enclosed, pending any approvals that may be required by the local jurisdiction. This letter of approval and the enclosed rules shall be kept on file, at Hustler Casino and be readily available for review during all hours of operation. Any changes to the approved rules of play shall constitute a new gaming activity and invalidate this approval. **In addition, this approval letter shall supersede any previous approval letters.**

The Bureau reserves the right to: (1) review the lawfulness of the modified gaming activity of Ultimate Texas Hold'em Progressive Jackpot; (2) notify all law enforcement agencies and gambling establishments if further review determines the modified gaming activity of Ultimate Texas Hold'em Progressive Jackpot to be unlawful; (3) require gambling establishments to cease and desist offering the modified gaming activity of Ultimate Texas Hold'em Progressive Jackpot if found to be unlawful; and (4) take action against those gambling establishments that decline to abide by the Bureau's cease and desist notification.

**Hustler Casino shall offer the modified Ultimate Texas Hold'em Progressive Jackpot gaming activity in accordance with the Bureau approved rules, as enclosed.**

**Modifications to the Ultimate Texas Hold'em Progressive Jackpot**

- *Updated qualifying hand requirements.*
- *Updated payout amounts.*
- *Updated administrative fee amount.*
- *Updated breakdown of \$1 jackpot fee.*

Although the Bureau has approved the modified gaming activity of Ultimate Texas Hold'em Progressive Jackpot, it is the sole responsibility of Hustler Casino to abide by and remain in compliance with the local ordinance for the City of Gardena. This letter does not constitute any approvals that may be required by the local jurisdiction before the modified gaming activity of Ultimate Texas Hold'em Progressive Jackpot is offered for play. Hustler Casino shall be fully responsible for ensuring any approval required by local law enforcement is obtained prior to offering the modified gaming activity of Ultimate Texas Hold'em Progressive Jackpot for play.

California Code of Regulations, title 11, section 2070, subdivision (b), states:

*It shall be an unsuitable method of operation for a gambling establishment to:*

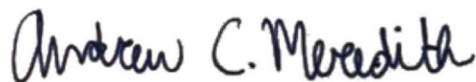
*(b) Offer for play any gaming activity which is not authorized by the Bureau pursuant to the Act and these regulations for play at that gambling establishment.*

Therefore, any changes Hustler Casino may wish to make in the future to the approved gaming activity, as enclosed, shall be submitted to the Bureau along with the required fees, and will not be authorized until written notification of approval from the Bureau is received.

The BGC ID (GEGA-003841) shall be referenced on all advertisements (if the name changes), bi-annual reports, correspondence, and modification requests related to this gaming activity.

If you have any questions, please contact Merly Hernandez at (916) 559-6098 or via email at [BGCgames@doj.ca.gov](mailto:BGCgames@doj.ca.gov).

Sincerely,



ANDREW MEREDITH, Manager  
Game Review Unit

For ROB BONTA  
Attorney General

Enclosure

cc: Cheryleen Kau, Special Agent Supervisor, CES, Los Angeles



**Bureau Requirements**

**Bureau of Gambling  
Control**

**Advertising**

Hustler Casino may advertise various names for this gaming activity. Should the Casino advertise a different name, the BGC ID (GEGA-003841) shall be referenced on all advertisements relating to this gaming activity.

Furthermore, all rules and procedures for the gaming activity, including but not limited to the following, shall be prominently displayed in Hustler Casino at all times the gaming activity is being offered for play:

- Eligible games and time periods.
- Qualifying hands and corresponding prize amounts.
- Gaming activity collection fees.
- Availability of No Purchase Necessary.
- Any other restrictions that apply to this gaming activity.

**Eligible Controlled Games**

The Ultimate Texas Hold'em Progressive Jackpot shall be attached to the following Bureau approved controlled games offered at Hustler Casino, as shown below, at all times this gaming activity is being offered for play. All controlled game rules shall be played as previously approved by the Bureau.

- Ultimate Texas Hold'em (GEGA-001214)

**Object and Summary**

The Ultimate Texas Hold'em Progressive Jackpot considers the best advertised qualifying hand(s) among each individual player's cards.

A player may win a progressive or fixed prize by placing an optional \$1 jackpot fee and making one of the predetermined hands listed below. Also, a player who places an optional \$1 jackpot fee qualifies to win an Envy payout.

1. To begin each round, players must make their regular base game wager. They may optionally place any bonus bets along with the optional jackpot fee of \$1.
2. "Hockey Puck" discs will be attached to the table in front of each betting position. These discs have a sensor and will detect when a casino chip is placed on them. Players must place the optional jackpot fee on the sensor. The sensor will then light up.
3. Once all players place their bets and/or jackpot fee, the house dealer will press "Coin In" on the keypad. The sensors will then light up, indicating participation in the progressive jackpot. The house dealer will then remove all jackpot fees from the table. The jackpot fees are dropped in a separate and locked jackpot collection box affixed to the left side of the gaming table.
4. The house dealer then follows standard approved procedures for dealing the base game. The jackpot considers the best hand possible among the player's cards. A player can qualify for the jackpot element of the game regardless of the outcome of the base game.

## Ultimate Texas Hold'em Progressive Jackpot



MAY 20 2022

Bureau of Gambling  
Control**Qualifying Hands**

Players that make one of the advertised qualifying hands, as shown below, shall be eligible to win their share of the posted prize amount, according to the payout options listed below. All qualifying hands within a chart must be offered together at all times.

**Ultimate Texas Hold'em Progressive Jackpot Qualifying Hands Chart**

Progressive Payout		
Hand	Payout	Envy
Royal Flush (Both Hole Cards)	100% of Posted Prize	\$100
Fixed Payout		
Hand	Payout	Envy
Royal Flush (One Hole Card)	\$2,500	
Community Royal Flush*	\$1,000	
Straight Flush	\$350	
Four of a Kind	\$200	

\*A Community Royal is a hand consisting of an ace, king, queen, jack and 10 of the same suit, all in the community cards. The fixed prize is paid to those players who place a jackpot fee and each player will receive the posted prize amount.

\*\*The Envy Bonus is a fixed prize that is paid out to players when the progressive jackpot is hit. See prize section for more details.

**Eligibility Requirements**

This gaming activity shall be open to all players who are seated and playing at any of the above listed controlled games during the predetermined specified hours posted for the gaming activity.

- A minimum of two active players, including the player-dealer, are required in order for the table to be eligible for a fixed or progressive prize.
- Backline bettors are not eligible to place a jackpot fee and participate in the jackpot.
- Players who are playing multiple hands are eligible to place a jackpot fee on each hand.
- There is no limit to the number of times a player can win a fixed and/or progressive prize during the promotional period.
- Players must place a base game wager before placing a jackpot fee.
- When completing a Royal Flush players are required to use both hole cards in order to qualify for 100% of the posted prize; or one hole card in order to qualify for the fixed prize payout of \$2,500.
  - Players do not need to use any hole cards to qualify for the fixed payouts associated with a Community Royal, Straight Flush, or Four of a Kind.
- A player does not need to win the hand to qualify for this promotion.
- Tournament games do not qualify for this promotion.
- Casino employees are eligible to participate and win the Ultimate Texas Hold'em Progressive Jackpot when off duty and out of uniform.
- Patrons who assume the player-dealer position are eligible to place a jackpot fee and qualify for this promotion.
- Third Party Providers of Proposition Player Services (TPPPS) are not eligible to place a jackpot collection fee and become eligible for the Ultimate Texas Hold'em Progressive Jackpot when in the player-dealer or player position.





## Ultimate Texas Hold'em Progressive Jackpot

Bureau of Gambling  
Control

### Prize

The Ultimate Texas Hold'em Progressive Jackpot features progressive and fixed elements. All prizes will be paid by a casino representative. Once all proper paperwork has been filled out, the casino representative will pay the winner(s) in live casino chips. The payouts will not be made from the house dealer's tray.

### **Progressive Prize(s)**

The progressive prize(s) will be paid from the amount posted in the progressive meter.

- If a Royal Flush hand is hit using both hole cards, it will pay out 100% of the progressive jackpot amount shown on the progressive meter.
- When more than one progressive meter pay hits (at different tables), one progressive pay will be paid from the meter and the others will be paid from the reserve fund.
  - All hands will be paid 100% of the posted prize.
  - In the event the reserve fund is depleted, the Casino will make up any shortfall and will be reimbursed once there are sufficient monies in the reserve fund.

### **Fixed Prize(s)**

Fixed prizes will be paid from the reserve fund, they do not get deducted from the amount shown on the progressive meter.

- In the event more than one qualifying hand hits during the same round, all winning players will be paid the posted fixed amount.
- In the event the reserve fund is depleted, the Casino will make up any shortfall and will be reimbursed once there are sufficient monies in the reserve fund.

### **Envy Bonus**

A player paying the \$1 jackpot fee also qualifies to win an envy payout. All envy payouts are fixed and paid from the reserve fund.

- If another player at the table hits a qualifying hand associated with an envy pay, all other players who paid the \$1 jackpot fee win the envy pay.
- The player hitting the hand receives the normal prize only, and does not receive the envy pay.
- In the event more than one player is involved in a qualifying envy pay, all players win multiple envy payouts.
  - Players who achieve a qualifying hand will not receive an Envy Bonus on that hand but will still be eligible for the other Envy Bonuses.
- If a player's hand triggers an envy payout, the house dealer will leave the hand face-up on the layout; otherwise, the house dealer will lock up the cards.
- The house dealer will then move on to the next player.

### **Funding**

The Ultimate Texas Hold'em Progressive Jackpot is a player-funded jackpot featuring progressive and fixed elements. The \$1 jackpot fee is used to fund both a progressive meter and a reserve fund which are then used to pay out prizes. All monies collected and paid out shall be tracked both electronically and on a hand written log that shall be maintained by the Casino for examination by regulatory and law enforcement personnel.

## Ultimate Texas Hold'em Progressive Jackpot



MAY 20 2022

## Bureau of Gambling

The Casino will initially seed the progressive meter at an amount between \$1,000 and \$2,000. **Control** Once there are sufficient monies in the Ultimate Texas Hold'em Progressive Jackpot reserve fund, the initial seed will be reimbursed to the Casino.

After the progressive jackpot is hit, the progressive meter will be reseeded by the reserve fund in an amount between \$5,000 and \$10,000. In the event the reserve fund cannot cover the reseed, the Casino will reseed the jackpot and will be reimbursed for the amount of the reseed once there are sufficient monies in the reserve fund.

The progressive meter shall increase based solely on the number of jackpot collection fees placed and collected. The Casino will not provide any additional funds to the jackpot other than the initial seed or re-seed amounts. There is no cap on this progressive prize pool.

Each \$1 jackpot fee paid by a player will be broken down as follows:

- \$0.31 will be immediately posted to the meter.
- \$0.69 will be tracked in a reserve fund.

**Administrative Fees**

Hustler Casino shall retain an administrative fee of \$5-\$15 per table per hour from the jackpot reserve fund. The administrative fee shall be utilized to cover expenses incurred by the gambling establishment for administering the Ultimate Texas Hold'em Progressive Jackpot.

**No Purchase Necessary**

The Ultimate Texas Hold'em Progressive Jackpot shall be offered to customers who wish to participate for free, on a general and indiscriminate basis, with **no restrictions**. The Casino shall provide No Purchase Necessary tables for all patrons who request to participate in the gaming activity without paying a table fee or placing a live wager. All advertisement material shall state "No Purchase Necessary" when referencing the Ultimate Texas Hold'em Progressive Jackpot. This requirement extends to all forms of advertising including electronic message boards, computer monitors, posters, and flyers.

**Equipment**

The electronic software and digital reader related to and used in conjunction with this jackpot, which is used on each table eligible for this jackpot, has been tested, approved, and certified by the Gaming Laboratories International, LLC (GLI).

1. When a player has a progressive winner, the dealer shall press the appropriate hand button on the keypad.
2. The house dealer shall then contact a casino representative.
3. Once the casino verifies the progressive win, the casino representative shall insert the key, rotate it to "JPH," and then press "J-pot" button. This records the win onto the Game Manager. House procedures are then followed for paying the prize.
4. Returning the key to the "Run" position will restore normal operation of the table, and adjust the meter appropriately for the prize won.
5. When the house dealer reconciles all action (on behalf of the player-dealer), they press "Game Over." This resets the system to begin the next hand.
6. Once the "J-pot" button is pressed, the prize is logged into Game Manager.

# El Dorado LF, LLC

May 23, 2022

VIA EMAIL ONLY  
(COSORIO@CITYOFGARDENA.ORG)

Clint Osorio  
City Manager  
City of Gardena  
1700 West 162<sup>nd</sup> Street  
Gardena, CA 90247-3778

**Re: Modified Gaming Activity**

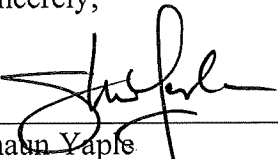
Dear Clint,

Hustler Casino recently submitted a request to the Bureau of Gambling Control to offer the modified gaming activity of Ultimate Texas Hold'em Progressive Jackpot for play at the casino. We have received approval by the Bureau to begin offering this modified gaming activity once approved by the City of Gardena. Attached is a copy of the letter of approval from the Bureau which provides the details of the modified gaming activity.

On behalf of Hustler Casino, I'm requesting the modified gaming activity of Ultimate Texas Hold'em Progressive Jackpot be approved by the City of Gardena for play at our casino.

If you have any questions or need additional information please give me a call.

Sincerely,

  
\_\_\_\_\_  
Shaun Yaple  
General Manager

**Acknowledged and Agreed**  
**City of Gardena**

By: \_\_\_\_\_  
Clint Osorio, City Manager

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

SY:dr

Enclosure

cc: K. Sharp, Esq.

1000 West Redondo Beach Blvd., Gardena, California 90247  
(310) 719-9800 • Fax (310) 630-1433

## RESOLUTION NO. 6581

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AMENDING THE LIST OF AUTHORIZED GAMES AND AUTHORIZING THE PLAY OF CERTAIN GAMES IN LICENSED CARD CLUBS

**WHEREAS**, Gardena Municipal Code Section 5.24.430 provides that licensed card clubs in the City of Gardena ("City") may play any game permitted under state law which is also permitted by resolution of the City Council; and

**WHEREAS**, the City Council approved those certain games to be played in licensed card clubs as listed in Resolution No. 6571; and

**WHEREAS**, from time to time licensed card clubs in the City have filed rules of play and requested authorization pursuant to Gardena Municipal Code Section 5.24.430 to play other games not previously listed and approved by City Council Resolution.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE AND DETERMINE AS FOLLOWS:**

SECTION 1. That **Ultimate Texas Hold'em Progressive Jackpot Modification**, offered in connection with authorized Poker Section and Promotional Games and played in accordance with the rules approved by the Bureau of Gambling Control on May 20, 2022, shall be permitted to be played in licensed card clubs in the City. The list of all such approved and permitted games is as follows:

#### POKER SECTION

2 WAY WINNER	DRAW
5 CARD STUD	DRAWMAHA ACE-TO-FIVE
6 CARD STUD	DRAWMAHA HI
7 CARD HI LO SPLIT	EASY POKER
7 CARD STUD	EASY POKER BONUS BET
7 CARRD STUD HI-LO REGULAR	EZ BACCARAT
21 <sup>st</sup> CENTURY BACCARAT	EZ BACCARAT MODIFICATION
21 <sup>st</sup> CENTURY BACCARAT 9.0	EZ BACCARAT PROGRESSIVE JACKPOT
21 <sup>st</sup> CENTURY LUCKY 7 BACCARAT	HI LO DECLARE
BADACEY	HOLDEM
BADEUCEY	HOLDEM HI LO
BADUGI	HUSTLER CASINO POKER ROOM MEGA- PROGRESSIVE JACKPOT
BIG O HIGH-LOW SPLIT	JACKPOT POKER
BLACKJACK JACKPOT	JACKS BACK HI LO
BLAZING SEVENS JACKPOT PROGRESSIVE	KANSAS CITY LOWBALL DEUCE TO SEVEN
BUSTER BLACK JACK BONUS BET	LET IT RIDE BONUS
CALIFORNIA HIGH DRAW OPEN BLIND	LOWBALL
CARIBBEAN STUD POKER	LOWBALL DRAW WINNER LEAVE IT IN
CRAZY PINEAPPLE	MEXICAN POKER
DOUBLE BOARD OMAHA	OMAHA AND POT LIMIT
DRAGON BONUS BACCARAT- COMMISSION FREE	OMAHA HI

**Resolution No. 6581**  
AMENDING THE LIST OF AUTHORIZED GAMES  
AND AUTHORIZING THE PLAY OF CERTAIN GAMES IN LICENSED CARD CLUBS

OMAHA HI LO  
OMAHA HI LO SPLIT  
OMAHA AND POT LIMIT  
OPEN FACE CHINESE POKER  
PAN  
PINEAPPLE  
POCKET ACES CRACKED  
POKER PAYS TO PLAY  
RAZZ  
RAZZDACEY  
RAZZDEUCEY  
SEVEN CARD STUD  
SEVEN CARD STUD HIGH-LOW SPLIT  
SHORT DECK HOLD'EM  
SUPER 7 CARD STUD  
SUPER 7 CARD STUD HI/LO  
SUPER 7 CARD STUD HI/LO REGULAR  
SUPER 9 JACKPOT

SUPER RAZZ  
SUPER RAZZDACEY  
SUPER RAZZDEUCEY  
SUPER STUD POKER PROGRESSIVE JACKPOT  
SUPER 7 CARD STUD HI/LO REGULAR  
TABLE TOP JOKER POKER  
TEXAS HOLD'EM  
TEXAS STUD POKER  
THREE CARD POKER  
THREE CARD POKER 6 CARD BONUS  
THREE CARD POKER PROGRESSIVE JACKPOT  
TRIPLE ACES II  
TRIPS  
ULTIMATE TEXAS HOLD'EM  
ULTIMATE TEXAS HOLD'EM PROGRESSIVE  
JACKPOT  
ULTIMATE TEXAS HOLD'EM PROGRESSIVE  
JACKPOT MODIFICATON

**ASIAN SECTION**

13 CARD  
21<sup>ST</sup> CENTURY BLACKJACK 5.1 [Modified]  
ASIAN STUD  
BACCARAT  
BLACKJACK JOKERS  
BONANZA PAI GOW TILES  
CALIFORNIA ACES  
CALIFORNIA BLACKJACK  
CASINO WAR  
CENTURY21  
CRAZY 4 POKER  
EO11  
FUNTAZEE 21  
FORTUNE PAI GOW POKER  
FORTUNE PAI GOW POKER PROGRESSIVE  
JACKPOT  
LUCKY MOON  
MAHJONG  
MISSISSIPPI STUD 3 CARD BONUS

MONSTER & BUSTER PAI GOW POKER  
NO BUST BLACKJACK  
NO BUST 21<sup>ST</sup> CENTURY BLACKJACK 4.0A  
[Modified]  
NO BUST 21<sup>ST</sup> CENTURY BLACKJACK 4.0B  
[Modified]  
NO BUST 21<sup>ST</sup> CENTURY BLACKJACK 6.2  
PAI GOW GOLD DESIGNATED HAND  
PROMOTION  
PAI GOW GOLD PROGRESSIVE JACKPOT  
PAI GOW POKER  
PAI GOW POKER JACKPOT  
PAI GOW TILES  
PAN NINE  
PAN NINE GOLD  
SUPER PAN 9 MODIFICATION  
TEXAS PAI GOW  
TRIPLE PLAY  
ZOOBAC

**PROMOTIONAL GAMES**

BONUS CHIP PROMOTION  
CALIFORNIA GAMES PROMOTIONAL CHIPS  
PROMOTION

EZ BACCARAT PROGRESSIVE JACKPOT  
FOOD REWARD PROGRAM  
GIFT CARD REWARD PROGRAM

**Resolution No. 6581**  
AMENDING THE LIST OF AUTHORIZED GAMES  
AND AUTHORIZING THE PLAY OF CERTAIN GAMES IN LICENSED CARD CLUBS

HUSTLER SPECIAL EVENTS PLAYER REWARDS  
PROMOTION V2  
HIGH HAND GIVEAWAY PROMOTION  
JACKPOT GAMES  
LIVE ACTION TOURNAMENT PROMOTION

PLAYER REWARDS PROGRAM [Modified]  
POKER PROMOTIONAL CHIPS  
SPECIAL EVENTS PLAYER REWARDS  
SPORTS BRACKET

SECTION 2. That upon the approval and adoption of this resolution, Resolution No. 6571 shall be rescinded and shall no longer be in force and effect.

SECTION 3. That this resolution shall be effective immediately.

**BE IT FURTHER RESOLVED** that the City Clerk shall certify to the passage and adoption of this resolution; shall cause the same to be entered among the original resolutions of the City; and shall make a minute of the passage and adoption thereof on the records of the proceedings of the City Council for the meeting at which the same is passed and adopted.

Passed, approved, and adopted this 14<sup>th</sup> day of June, 2022.

\_\_\_\_\_  
TASHA CERDA, Mayor

ATTEST:

\_\_\_\_\_  
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CARMEN VASQUEZ, City Attorney



# ***City of Gardena***

## ***Gardena City Council Meeting***

### ***AGENDA REPORT SUMMARY***

Agenda Item No. 8.H  
Section: CONSENT CALENDAR  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Approve the Revised Master Agreement Administering Agency-State Agreement for Federal Aid Projects with Caltrans and Authorize the Mayor to Execute the Agreement

**CONTACT: PUBLIC WORKS**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

As a result of the federally enacted Intermodal Surface Transportation Efficiency Act of 1991 and subsequent State legislation allowing the use of certain Federal-aid Program funds for use on local transportation facilities, the California Department of Transportation (Caltrans) has revised the Master Agreement setting forth the requirements of Local agencies in administration of projects receiving Federal-aid Program funds and the maintenance of the completed facility.

The City of Gardena and Caltrans has been operating under existing Caltrans Master Agreement No. 07-5276R which was executed on October 15, 2009. Recently, Caltrans revised the existing Master Agreement to reflect various changes in Caltrans Local Assistance regulations and procedures and is requesting local agencies to approve the revised Master Agreement, No. 075276F15.

The revised Agreement sets forth the requirements for the City of Gardena as the administering agency and applies to all City projects financed in part with Federal program funds which include the Regional Surface Transportation Program, the Congestion Mitigation and Air Quality Improvement, the Transportation Enhancement Activities Program, the Highway Safety Improvement Program and the Highway Bridge Program.

By approving and executing the revised Master Agreement, the City agrees to comply with the most current state statutes, regulations and procedures relating to Federal-aid programs. This would allow the City to retain its eligibility to receive current and future Federal and State funded grants.

Therefore, staff recommends the City Council approve the revised Master Agreement No. 075276F15 for Administering Agency-State Administered Federal-aid Projects and authorize

the Mayor to execute the Agreement.

**FINANCIAL IMPACT/COST:**

None

**ATTACHMENTS:**

[Caltrans\\_MA\\_07-5276F15.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio", is centered within a light gray rectangular box.

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Clint Osorio, City Manager



MASTER AGREEMENT  
ADMINISTERING AGENCY-STATE AGREEMENT FOR  
FEDERAL-AID PROJECTS

07            City of Gardena  
-----  
District      Administering Agency

Agreement No. 07-5276F15

This AGREEMENT, is entered into effective this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between City of Gardena, hereinafter referred to as "ADMINISTERING AGENCY," and the State of California, acting by and through its Department of Transportation (Caltrans), hereinafter referred to as "STATE", and together referred to as "PARTIES" or individually as a "PARTY."

RECITALS:

1. WHEREAS, the Congress of the United States has enacted the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 and subsequent Transportation Authorization Bills to fund transportation programs; and
2. WHEREAS, the Legislature of the State of California has enacted legislation by which certain federal-aid funds may be made available for use on local transportation related projects of public entities qualified to act as recipients of these federal-aid funds in accordance with the intent of federal law; and
3. WHEREAS, before federal funds will be made available for a specific program project, ADMINISTERING AGENCY and STATE are required to enter into an agreement to establish terms and conditions applicable to the ADMINISTERING AGENCY when receiving federal funds for a designated PROJECT facility and to the subsequent operation and maintenance of that completed facility.

NOW, THEREFORE, the PARTIES agree as follows:

## ARTICLE I - PROJECT ADMINISTRATION

1. This AGREEMENT shall have no force or effect with respect to any program project unless and until a project-specific "Authorization/Agreement Summary", herein referred to as "E-76" document, is approved by STATE and the Federal Highway Administration (FHWA).
2. The term "PROJECT", as used herein, means that authorized transportation related project and related activities financed in part with federal-aid funds as more fully-described in an "Authorization/ Agreement Summary" or "Amendment/Modification Summary", herein referred to as "E-76" or "E-76 (AMOD)" document authorized by STATE and the Federal Highway Administration (FHWA).
3. The E-76/E-76 (AMOD) shall designate the party responsible for implementing PROJECT, type of work and location of PROJECT.
4. The PROGRAM SUPPLEMENT sets out special covenants as a condition for the ADMINISTERING AGENCY to receive federal-aid funds from/through STATE for designated PROJECT. The PROGRAM SUPPLEMENT shall also show these federal funds that have been initially encumbered for PROJECT along with the matching funds to be provided by ADMINISTERING AGENCY and/or others. Execution of PROGRAM SUPPLEMENT by the PARTIES shall cause ADMINISTERING AGENCY to adopt all of the terms of this AGREEMENT as though fully set forth therein in the PROGRAM SUPPLEMENT. Unless otherwise expressly delegated in a resolution by the governing body of ADMINISTERING AGENCY, and with written concurrence by STATE, the PROGRAM SUPPLEMENT shall be approved and managed by the governing body of ADMINISTERING AGENCY.
5. ADMINISTERING AGENCY agrees to execute and return each project-specific PROGRAM SUPPLEMENT within ninety (90) days of receipt. The PARTIES agree that STATE may suspend future authorizations/obligations and invoice payments for any on-going or future federal-aid project performed by ADMINISTERING AGENCY if any project-specific PROGRAM SUPPLEMENT is not returned within that ninety (90) day period unless otherwise agreed by STATE in writing.
6. ADMINISTERING AGENCY further agrees, as a condition to the release and payment of federal funds encumbered for the PROJECT described in each PROGRAM SUPPLEMENT, to comply with the terms and conditions of this AGREEMENT and all of the agreed-upon Special Covenants or Remarks incorporated within the PROGRAM SUPPLEMENT, and Cooperative/Contribution Agreement where appropriate, defining and identifying the nature of the specific PROJECT.
7. Federal, state and matching funds will not participate in PROJECT work performed in advance of the approval of the E-76 or E-76 (AMOD), unless otherwise stated in the executed project- specific PROGRAM SUPPLEMENT. ADMINISTERING AGENCY agrees that it will only proceed with the work authorized for that specific phase(s) on the project-specific E-76 or E-76 (AMOD). ADMINISTERING AGENCY further agrees to not proceed with future phases of PROJECT prior to receiving an E-76 (AMOD) from STATE for that phase(s) unless no further federal funds are needed or for those future phase(s).

8. That PROJECT or portions thereof, must be included in a federally approved Federal Statewide Transportation Improvement Program (FSTIP) prior to ADMINISTERING AGENCY submitting the "Request for Authorization".

9. ADMINISTERING AGENCY shall conform to all state statutes, regulations and procedures (including those set forth in the Local Assistance Procedures Manual and the Local Assistance Program Guidelines, hereafter collectively referred to as "LOCAL ASSISTANCE PROCEDURES") relating to the federal-aid program, all Title 23 Code of Federal Regulation (CFR) and 2 CFR part 200 federal requirements, and all applicable federal laws, regulations, and policy and procedural or instructional memoranda, unless otherwise specifically waived as designated in the executed project-specific PROGRAM SUPPLEMENT.

10. If PROJECT is not on STATE-owned right of way, PROJECT shall be constructed in accordance with LOCAL ASSISTANCE PROCEDURES that describes minimum statewide design standards for local agency streets and roads. LOCAL ASSISTANCE PROCEDURES for projects off the National Highway System (NHS) allow STATE to accept either the STATE's minimum statewide design standards or the approved geometric design standards of ADMINISTERING AGENCY. Additionally, for projects off the NHS, STATE will accept ADMINISTERING AGENCY- approved standard specifications, standard plans, materials sampling and testing quality assurance programs that meet the conditions described in the then current LOCAL ASSISTANCE PROCEDURES.

11. If PROJECT involves work within or partially within STATE-owned right-of-way, that PROJECT shall also be subject to compliance with the policies, procedures and standards of the STATE Project Development Procedures Manual and Highway Design Manual and, where appropriate, an executed Cooperative Agreement between STATE and ADMINISTERING AGENCY that outlines the PROJECT responsibilities and respective obligations of the PARTIES. ADMINISTERING AGENCY and its contractors shall each obtain an encroachment permit through STATE prior to commencing any work within STATE rights of way or work which affects STATE facilities.

12. When PROJECT is not on the State Highway System but includes work to be performed by a railroad, the contract for such work shall be prepared by ADMINISTERING AGENCY or by STATE, as the PARTIES may hereafter agree. In either event, ADMINISTERING AGENCY shall enter into an agreement with the railroad providing for future maintenance of protective devices or other facilities installed under the contract.

13. If PROJECT is using STATE funds, the Department of General Services, Division of the State Architect, or its designee, shall review the contract PS'&'E for the construction of buildings, structures, sidewalks, curbs and related facilities for accessibility and usability. ADMINISTERING AGENCY shall not award a PROJECT construction contract for these types of improvements until the State Architect has issued written approval stating that the PROJECT plans and specifications comply with the provisions of sections 4450 and 4454 of the California Government Code, if

applicable. Further requirements and guidance are provided in Title 24 of the California Code of Regulations.

14. ADMINISTERING AGENCY will advertise, award and administer PROJECT in accordance with the current LOCAL ASSISTANCE PROCEDURES unless otherwise stated in the executed project-specific PROGRAM SUPPLEMENT.

15. ADMINISTERING AGENCY shall provide or arrange for adequate supervision and inspection of each PROJECT. While consultants may perform supervision and inspection work for PROJECT with a fully qualified and licensed engineer, ADMINISTERING AGENCY shall provide a full-time employee to be in responsible charge of each PROJECT who is not a consultant.

16. ADMINISTERING AGENCY shall submit PROJECT-specific contract award documents to STATE's District Local Assistance Engineer within sixty (60) days after contract award. A copy of the award documents shall also be included with the submittal of the first invoice for a construction contract by ADMINISTERING AGENCY.

17. ADMINISTERING AGENCY shall submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure by ADMINISTERING AGENCY to submit a "Report of Expenditures" within one hundred eighty (180) days of project completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current LOCAL ASSISTANCE PROCEDURES.

18. ADMINISTERING AGENCY shall comply with: (i) section 504 of the Rehabilitation Act of 1973 which prohibits discrimination on the basis of disability in federally assisted programs; (ii) the Americans with Disabilities Act (ADA) of 1990 which prohibits discrimination on the basis of disability irrespective of funding; and (iii) all applicable regulations and guidelines issued pursuant to both the Rehabilitation Act and the ADA.

19. The Congress of the United States, the Legislature of the State of California and the Governor of the State of California, each within their respective jurisdictions, have prescribed certain nondiscrimination requirements with respect to contract and other work financed with public funds. ADMINISTERING AGENCY agrees to comply with the requirements of the FAIR EMPLOYMENT PRACTICES ADDENDUM (Exhibit A attached hereto) and the NONDISCRIMINATION ASSURANCES (Exhibit B attached hereto). ADMINISTERING AGENCY further agrees that any agreement entered into by ADMINISTERING AGENCY with a third party for performance of PROJECT-related work shall incorporate Exhibits A and B (with third party's name replacing ADMINISTERING AGENCY) as essential parts of such agreement to be enforced by that third party as verified by ADMINISTERING AGENCY.

## ARTICLE II - RIGHTS OF WAY

1. No contract for the construction of a federal-aid PROJECT shall be awarded until all necessary rights of way have been secured. Prior to the advertising for construction of PROJECT, ADMINISTERING AGENCY shall certify and, upon request, shall furnish STATE with evidence that all necessary rights of way are available for construction purposes or will be available by the time of award of the construction contract.

2. ADMINISTERING AGENCY agrees to indemnify and hold STATE harmless from any liability that may result in the event the right of way for a PROJECT, including, but not limited to, being clear as certified or if said right of way is found to contain hazardous materials requiring treatment or removal to remediate in accordance with Federal and State laws. The furnishing of right of way as provided for herein includes, in addition to all real property required for the PROJECT, title free and clear of obstructions and encumbrances affecting PROJECT and the payment, as required by applicable law, of relocation costs and damages to remainder real property not actually taken but injuriously affected by PROJECT. ADMINISTERING AGENCY shall pay, from its own non- matching funds, any costs which arise out of delays to the construction of PROJECT because utility facilities have not been timely removed or relocated, or because rights of way were not available to ADMINISTERING AGENCY for the orderly prosecution of PROJECT work.

3. Subject to STATE approval and such supervision as is required by LOCAL ASSISTANCE PROCEDURES over ADMINISTERING AGENCY's right of way acquisition procedures, ADMINISTERING AGENCY may claim reimbursement from federal funds for expenditures incurred in purchasing only the necessary rights of way needed for the PROJECT after crediting PROJECT with the fair market value of any excess property retained and not disposed of by ADMINISTERING AGENCY.

4. When real property rights are to be acquired by ADMINISTERING AGENCY for a PROJECT, said ADMINISTERING AGENCY must carry out that acquisition in compliance with all applicable State and Federal laws and regulations, in accordance with State procedures as published in State's current LOCAL ASSISTANCE PROCEDURES and STATE's Right-of-Way Manual, subject to STATE oversight to ensure that the completed work is acceptable under the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

5. Whether or not federal-aid is to be requested for right of way, should ADMINISTERING AGENCY, in acquiring right of way for PROJECT, displace an individual, family, business, farm operation, or non-profit organization, relocation payments and services will be provided as set forth in 49 CFR, Part 24. The public will be adequately informed of the relocation payments and services which will be available, and, to the greatest extent practicable, no person lawfully occupying real property shall be required to move from his/her dwelling or to move his/her

business or farm operation without at least ninety (90) days written notice from ADMINISTERING AGENCY. ADMINISTERING AGENCY will provide STATE with specific assurances, on each portion of the PROJECT, that no person will be displaced until comparable decent, safe and sanitary replacement housing is available within a reasonable period of time prior to displacement, and that ADMINISTERING AGENCY's relocation program is realistic and adequate to provide orderly, timely and efficient relocation of PROJECT-displaced persons as provided in 49 CFR, Part 24.

6. ADMINISTERING AGENCY shall, along with recording the deed or instrument evidencing title in the name of the ADMINISTERING AGENCY or their assignee, also record an Agreement Declaring Restrictive Covenants (ADRC) as a separate document incorporating the assurances included within Exhibits A and B and Appendices A, B, C and D of this AGREEMENT, as appropriate.



### ARTICLE III - MAINTENANCE AND MANAGEMENT

1. ADMINISTERING AGENCY will maintain and operate the property acquired, developed, constructed, rehabilitated, or restored by PROJECT for its intended public use until such time as the parties might amend this AGREEMENT to otherwise provide. With the approval of STATE, ADMINISTERING AGENCY or its successors in interest in the PROJECT property may transfer this obligation and responsibility to maintain and operate PROJECT property for that intended public purpose to another public entity.
2. Upon ADMINISTERING AGENCY's acceptance of the completed federal-aid construction contract or upon contractor being relieved of the responsibility for maintaining and protecting PROJECT, ADMINISTERING AGENCY will be responsible for the maintenance, ownership, liability, and the expense thereof, for PROJECT in a manner satisfactory to the authorized representatives of STATE and FHWA and if PROJECT falls within the jurisdictional limits of another Agency or Agencies, it is the duty of ADMINISTERING AGENCY to facilitate a separate maintenance agreement(s) between itself and the other jurisdictional Agency or Agencies providing for the operation, maintenance, ownership and liability of PROJECT. Until those agreements are executed, ADMINISTERING AGENCY will be responsible for all PROJECT operations, maintenance, ownership and liability in a manner satisfactory to the authorized representatives of STATE and FHWA. If, within ninety (90) days after receipt of notice from STATE that a PROJECT, or any portion thereof, is not being properly operated and maintained and ADMINISTERING AGENCY has not satisfactorily remedied the conditions complained of, the approval of future federal-aid projects of ADMINISTERING AGENCY will be withheld until the PROJECT shall have been put in a condition of operation and maintenance satisfactory to STATE and FHWA. The provisions of this section shall not apply to a PROJECT that has been vacated through due process of law with STATE's concurrence.
3. PROJECT and its facilities shall be maintained by an adequate and well-trained staff of engineers and/or such other professionals and technicians as PROJECT reasonably requires. Said operations and maintenance staff may be employees of ADMINISTERING AGENCY, another unit of government, or a contractor under agreement with ADMINISTERING AGENCY. All maintenance will be performed at regular intervals or as required for efficient operation of the complete PROJECT improvements.

## ARTICLE IV - FISCAL PROVISIONS

1. All contractual obligations of STATE are subject to the appropriation of resources by the Legislature and the allocation of resources by the California Transportation Commission (CTC).
2. STATE'S financial commitment of federal funds will occur only upon the execution of this AGREEMENT, the authorization of the project-specific E-76 or E-76 (AMOD), the execution of each project-specific PROGRAM SUPPLEMENT, and STATE's approved finance letter.
3. ADMINISTERING AGENCY may submit signed invoices in arrears for reimbursement of participating PROJECT costs on a regular basis once the project-specific PROGRAM SUPPLEMENT has been executed by STATE.
4. ADMINISTERING AGENCY agrees, at a minimum, to submit invoices at least once every six (6) months commencing after the funds are encumbered on either the project-specific PROGRAM SUPPLEMENT or through a project-specific finance letter approved by STATE. STATE reserves the right to suspend future authorizations/obligations, and invoice payments for any on-going or future federal-aid project by ADMINISTERING AGENCY if PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six (6) month period.
5. Invoices shall be submitted on ADMINISTERING AGENCY letterhead that includes the address of ADMINISTERING AGENCY and shall be formatted in accordance with LOCAL ASSISTANCE PROCEDURES.
6. ADMINISTERING AGENCY must have at least one copy of supporting backup documentation for costs incurred and claimed for reimbursement by ADMINISTERING AGENCY. ADMINISTERING AGENCY agrees to submit supporting backup documentation with invoices if requested by State. Acceptable backup documentation includes, but is not limited to, agency's progress payment to the contractors, copies of cancelled checks showing amounts made payable to vendors and contractors, and/or a computerized summary of PROJECT costs.
7. Payments to ADMINISTERING AGENCY can only be released by STATE as reimbursement of actual allowable PROJECT costs already incurred and paid for by ADMINISTERING AGENCY.
8. Indirect Cost Allocation Plans/Indirect Cost Rate Proposals (ICAP/ICRP), Central Service Cost Allocation Plans and related documentation are to be prepared and provided to STATE (Caltrans Audits '&' Investigations) for review and approval prior to ADMINISTERING AGENCY seeking reimbursement of indirect costs incurred within each fiscal year being claimed for State and federal reimbursement. ICAPs/ICRPs must be prepared in accordance with the requirements set forth in 2 CFR, Part 200, Chapter 5 of the Local Assistance Procedural Manual, and the ICAP/ICRP approval procedures established by STATE.
9. Once PROJECT has been awarded, STATE reserves the right to de-obligate any excess federal funds from the construction phase of PROJECT if the contract award amount is less than the obligated amount, as shown on the PROJECT E-76 or E-76



(AMOD).

10. STATE will withhold the greater of either two (2) percent of the total of all federal funds encumbered for each PROGRAM SUPPLEMENT or \$40,000 until ADMINISTERING AGENCY submits the Final Report of Expenditures for each completed PROGRAM SUPPLEMENT PROJECT.

11. The estimated total cost of PROJECT, the amount of federal funds obligated, and the required matching funds may be adjusted by mutual consent of the PARTIES hereto with a finance letter, a detailed estimate, if required, and approved E-76 (AMOD). Federal-aid funding may be increased to cover PROJECT cost increases only if such funds are available and FHWA concurs with that increase.

12. When additional federal-aid funds are not available, ADMINISTERING AGENCY agrees that the payment of federal funds will be limited to the amounts authorized on the PROJECT specific E-76 / E-76 (AMOD) and agrees that any increases in PROJECT costs must be defrayed with ADMINISTERING AGENCY's own funds.

13. ADMINISTERING AGENCY shall use its own non-federal funds to finance the local share of eligible costs and all expenditures or contract items ruled ineligible for financing with federal funds. STATE shall make the determination of ADMINISTERING AGENCY's cost eligibility for federal fund financing of PROJECT costs.

14. ADMINISTERING AGENCY will reimburse STATE for STATE's share of costs for work performed by STATE at the request of ADMINISTERING AGENCY. STATE's costs shall include overhead assessments in accordance with section 8755.1 of the State Administrative Manual.

15. Federal and state funds allocated from the State Transportation Improvement Program (STIP) are subject to the timely use of funds provisions enacted by Senate Bill 45, approved in 1997, and subsequent STIP Guidelines and State procedures approved by the CTC and STATE.

16. Federal funds encumbered for PROJECT are available for liquidation for a period of six (6) years from the beginning of the State fiscal year the funds were appropriated in the State Budget. State funds encumbered for PROJECT are available for liquidation only for six (6) years from the beginning of the State fiscal year the funds were appropriated in the State Budget. Federal or state funds not liquidated within these periods will be reverted unless a Cooperative Work Agreement (CWA) is submitted by ADMINISTERING AGENCY and approved by the California Department of Finance (per Government Code section 16304). The exact date of fund reversion will be reflected in the STATE signed finance letter for PROJECT.

17. Payments to ADMINISTERING AGENCY for PROJECT-related travel and subsistence (per diem) expenses of ADMINISTERING AGENCY forces and its contractors and subcontractors claimed for reimbursement or as local match credit shall not exceed rates authorized to be paid rank and file STATE employees under current State Department of Personnel Administration (DPA) rules. If the rates invoiced by ADMINISTERING AGENCY are in excess of DPA rates, ADMINISTERING

AGENCY is responsible for the cost difference, and any overpayments inadvertently paid by STATE shall be reimbursed to STATE by ADMINISTERING AGENCY on demand within thirty (30) days of such invoice.

18. ADMINISTERING AGENCY agrees to comply with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards.

19. ADMINISTERING AGENCY agrees, and will ensure that its contractors and subcontractors will be obligated to agree, that Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual PROJECT cost items.

20. Every sub-recipient receiving PROJECT funds under this AGREEMENT shall comply with 2 CFR, Part 200, 23 CFR, 48 CFR Chapter 1, Part 31, Local Assistance Procedures, Public Contract Code (PCC) 10300-10334 (procurement of goods), PCC 10335-10381 (non-A&E services), and other applicable STATE and FEDERAL regulations.

21. Any PROJECT costs for which ADMINISTERING AGENCY has received payment or credit that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, 23 CFR, 48 CFR, Chapter 1, Part 31, and other applicable STATE and FEDERAL regulations, are subject to repayment by ADMINISTERING AGENCY to STATE.

22. Should ADMINISTERING AGENCY fail to refund any moneys due upon written demand by STATE as provided hereunder or should ADMINISTERING AGENCY breach this AGREEMENT by failing to complete PROJECT without adequate justification and approval by STATE, then, within thirty 30 days of demand, or within such other period as may be agreed to in writing between the PARTIES, STATE, acting through the State Controller, the State Treasurer, or any other public entity or agency, may withhold or demand a transfer of an amount equal to the amount paid by or owed to STATE from future apportionments, or any other funds due ADMINISTERING AGENCY from the Highway Users Tax Fund or any other sources of funds, and/or may withhold approval of future ADMINISTERING AGENCY federal-aid projects.

23. Should ADMINISTERING AGENCY be declared to be in breach of this AGREEMENT or otherwise in default thereof by STATE, and if ADMINISTERING AGENCY is constituted as a joint powers authority, special district, or any other public entity not directly receiving funds through the State Controller, STATE is authorized to obtain reimbursement from whatever sources of funding are available, including the withholding or transfer of funds, pursuant to Article IV - 22, from those constituent entities comprising a joint powers authority or by bringing of an action against ADMINISTERING AGENCY or its constituent member entities, to recover all funds provided by STATE hereunder.

24. ADMINISTERING AGENCY acknowledges that the signatory party represents the ADMINISTERING AGENCY and further warrants that there is nothing within a Joint Powers Agreement, by which ADMINISTERING AGENCY was created, if any exists, that would restrict or otherwise limit STATE's ability to recover State funds improperly spent by ADMINISTERING AGENCY in contravention of the terms of this AGREEMENT

ARTICLE V  
AUDITS, THIRD PARTY CONTRACTING, RECORDS RETENTION AND REPORTS

1. STATE reserves the right to conduct technical and financial audits of PROJECT work and records and ADMINISTERING AGENCY agrees, and shall require its contractors and subcontractors to agree, to cooperate with STATE by making all appropriate and relevant PROJECT records available for audit and copying as required by paragraph three (3) of ARTICLE V.
2. ADMINISTERING AGENCY, its contractors and subcontractors shall establish and maintain a financial management system and records that properly accumulate and segregate reasonable, allowable, and allocable incurred PROJECT costs and matching funds by line item for the PROJECT. The financial management system of ADMINISTERING AGENCY, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles, enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices sent to or paid by STATE.
3. ADMINISTERING AGENCY, ADMINISTERING AGENCY's contractors and subcontractors, and STATE shall each maintain and make available for inspection and audit by STATE, the California State Auditor, or any duly authorized representative of STATE or the United States all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts and ADMINISTERING AGENCY shall furnish copies thereof if requested. All of the above referenced parties shall make such AGREEMENT, PROGRAM SUPPLEMENT and contract materials available at their respective offices at all reasonable times during the entire PROJECT period and for three (3) years from the date of submission of the final expenditure report by the STATE to the FHWA.
4. ADMINISTERING AGENCY is required to have an audit in accordance with the Single Audit Act of 2 CFR 200 if it expends \$750,000 or more in Federal Funds in a single fiscal year. The Federal Funds received under a PROGRAM SUPPLEMENT are a part of the Catalogue of Federal Domestic Assistance (CFDA) 20.205.
5. ADMINISTERING AGENCY agrees to include all PROGRAM SUPPLEMENTS adopting the terms of this AGREEMENT in the schedule of projects to be examined in ADMINISTERING AGENCY's annual audit and in the schedule of projects to be examined under its single audit prepared in accordance with 2 CFR, Part 200.
6. ADMINISTERING AGENCY shall not award a non-A&E contract over \$5,000, construction contract over \$10,000, or other contracts over \$25,000 (excluding professional service contracts of the type which are required to be procured in accordance with Government Code sections 4525 (d), (e) and (f)) on the basis of a noncompetitive negotiation for work to be performed under this AGREEMENT without the prior written approval of STATE. Contracts awarded by ADMINISTERING AGENCY, if intended as local match credit, must meet the requirements set forth in this AGREEMENT regarding local match funds.

7. Any subcontract entered into by ADMINISTERING AGENCY as a result of this AGREEMENT shall contain provisions 5, 6, 17, 19 and 20 of ARTICLE IV, FISCAL PROVISIONS, and provisions 1, 2, and 3 of this ARTICLE V, AUDITS, THIRD-PARTY CONTRACTING RECORDS RETENTION AND REPORTS.

8. To be eligible for local match credit, ADMINISTERING AGENCY must ensure that local match funds used for a PROJECT meet the fiscal provisions requirements outlined in ARTICLE IV in the same manner as required of all other PROJECT expenditures.

9. In addition to the above, the pre-award requirements of third-party contractor/consultants with ADMINISTERING AGENCY should be consistent with the LOCAL ASSISTANCE PROCEDURES.

## ARTICLE VI - FEDERAL LOBBYING ACTIVITIES CERTIFICATION

1. By execution of this AGREEMENT, ADMINISTERING AGENCY certifies, to the best of the signatory officer's knowledge and belief, that:

A. No federal or state appropriated funds have been paid or will be paid, by or on behalf of ADMINISTERING AGENCY, to any person for influencing or attempting to influence an officer or employee of any STATE or federal agency, a member of the State Legislature or United States Congress, an officer or employee of the Legislature or Congress, or any employee of a Member of the Legislature or Congress in connection with the awarding of any STATE or federal contract, including this AGREEMENT, the making of any STATE or federal loan, the entering into of any cooperative contract, and the extension, continuation, renewal, amendment, or modification of any STATE or federal contract, grant, loan, or cooperative contract.

B. If any funds other than federal appropriated funds have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress or an employee of a member of Congress in connection with this AGREEMENT, grant, local, or cooperative contract, ADMINISTERING AGENCY shall complete and submit Standard Form-LLL, "Disclosure Form to Rep Lobbying," in accordance with the form instructions.

C. This certification is a material representation of fact upon which reliance was placed when this AGREEMENT and each PROGRAM SUPPLEMENT was or will be made or entered into. Submission of this certification is a prerequisite for making or entering into this AGREEMENT imposed by Section 1352, Title 31, United States Code. Any party who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

2. ADMINISTERING AGENCY also agrees by signing this AGREEMENT that the language of this certification will be included in all lower tier sub-agreements which exceed \$100,000 and that all such sub-recipients shall certify and disclose accordingly.

## ARTICLE VII - MISCELLANEOUS PROVISIONS

1. ADMINISTERING AGENCY agrees to use all state funds reimbursed hereunder only for transportation purposes that are in conformance with Article XIX of the California State Constitution and the relevant Federal Regulations.
2. This AGREEMENT is subject to any additional restrictions, limitations, conditions, or any statute enacted by the State Legislature or adopted by the CTC that may affect the provisions, terms, or funding of this AGREEMENT in any manner.
3. ADMINISTERING AGENCY and the officers and employees of ADMINISTERING AGENCY, when engaged in the performance of this AGREEMENT, shall act in an independent capacity and not as officers, employees or agents of STATE or the federal government.
4. Each project-specific E-76 or E-76 (AMOD), PROGRAM SUPPLEMENT and Finance Letter shall separately establish the terms and funding limits for each described PROJECT funded under the AGREEMENT. No federal or state funds are obligated against this AGREEMENT.
5. ADMINISTERING AGENCY certifies that neither ADMINISTERING AGENCY nor its principals are suspended or debarred at the time of the execution of this AGREEMENT. ADMINISTERING AGENCY agrees that it will notify STATE immediately in the event a suspension or a debarment occurs after the execution of this AGREEMENT.
6. ADMINISTERING AGENCY warrants, by execution of this AGREEMENT, that no person or selling agency has been employed or retained to solicit or secure this AGREEMENT upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by ADMINISTERING AGENCY for the purpose of securing business. For breach or violation of this warranty, STATE has the right to annul this AGREEMENT without liability, pay only for the value of the work actually performed, or in STATE's discretion, to deduct from the price of consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.
7. In accordance with Public Contract Code section 10296, ADMINISTERING AGENCY hereby certifies under penalty of perjury that no more than one final unappealable finding of contempt of court by a federal court has been issued against ADMINISTERING AGENCY within the immediate preceding two (2) year period because of ADMINISTERING AGENCY's failure to comply with an order of a federal court that orders ADMINISTERING AGENCY to comply with an order of the National Labor Relations Board.
8. ADMINISTERING AGENCY shall disclose any financial, business, or other relationship with STATE, FHWA or Federal Transit Administration (FTA) that may have an impact upon the outcome of this AGREEMENT. ADMINISTERING AGENCY shall also list current contractors who may have a financial interest in the outcome of this AGREEMENT.



9. ADMINISTERING AGENCY hereby certifies that it does not have nor shall it acquire any financial or business interest that would conflict with the performance of PROJECT under this AGREEMENT.
10. ADMINISTERING AGENCY warrants that this AGREEMENT was not obtained or secured through rebates, kickbacks or other unlawful consideration either promised or paid to any STATE employee. For breach or violation of this warranty, STATE shall have the right, in its discretion, to terminate this AGREEMENT without liability, to pay only for the work actually performed, or to deduct from the PROGRAM SUPPLEMENT price or otherwise recover the full amount of such rebate, kickback, or other unlawful consideration.
11. Any dispute concerning a question of fact arising under this AGREEMENT that is not disposed of by agreement shall be decided by the STATE's Contract Officer who may consider any written or verbal evidence submitted by ADMINISTERING AGENCY. The decision of the Contract Officer, issued in writing, shall be conclusive and binding on the PARTIES on all questions of fact considered and determined by the Contract Officer.
12. Neither the pending of a dispute nor its consideration by the Contract Officer will excuse ADMINISTERING AGENCY from full and timely performance in accordance with the terms of this AGREEMENT.
13. Neither ADMINISTERING AGENCY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by STATE, under or in connection with any work, authority or jurisdiction arising under this AGREEMENT. It is understood and agreed that STATE shall fully defend, indemnify and save harmless the ADMINISTERING AGENCY and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation and other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE under this AGREEMENT.
14. Neither STATE nor any officer or employee thereof shall be responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by ADMINISTERING AGENCY under, or in connection with, any work, authority or jurisdiction arising under this AGREEMENT. It is understood and agreed that ADMINISTERING AGENCY shall fully defend, indemnify and save harmless STATE and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by ADMINISTERING AGENCY under this AGREEMENT.
15. STATE reserves the right to terminate funding for any PROJECT upon written notice to ADMINISTERING AGENCY in the event that ADMINISTERING AGENCY fails to proceed with PROJECT work in accordance with the project-specific PROGRAM SUPPLEMENT, the bonding requirements if applicable, or otherwise violates the conditions of this AGREEMENT and/or PROGRAM SUPPLEMENT, or the funding allocation such that substantial performance is significantly endangered.

16. No termination shall become effective if, within thirty (30) days after receipt of a Notice of Termination, ADMINISTERING AGENCY either cures the default involved or, if not reasonably susceptible of cure within said thirty (30) day period, ADMINISTERING AGENCY proceeds thereafter to complete the cure in a manner and time line acceptable to STATE. Any such termination shall be accomplished by delivery to ADMINISTERING AGENCY of a Notice of Termination, which notice shall become effective not less than thirty (30) days after receipt, specifying the reason for the termination, the extent to which funding of work under this AGREEMENT is terminated and the date upon which such termination becomes effective, if beyond thirty (30) days after receipt. During the period before the effective termination date, ADMINISTERING AGENCY and STATE shall meet to attempt to resolve any dispute. In the event of such termination, STATE may proceed with the PROJECT work in a manner deemed proper by STATE. If STATE terminates funding for PROJECT with ADMINISTERING AGENCY, STATE shall pay ADMINISTERING AGENCY the sum due ADMINISTERING AGENCY under the PROGRAM SUPPLEMENT and/or STATE approved finance letter prior to termination, provided, however, ADMINISTERING AGENCY is not in default of the terms and conditions of this AGREEMENT or the project-specific PROGRAM SUPPLEMENT and that the cost of PROJECT completion to STATE shall first be deducted from any sum due ADMINISTERING AGENCY.

17. In case of inconsistency or conflicts with the terms of this AGREEMENT and that of a project- specific PROGRAM SUPPLEMENT, the terms stated in that PROGRAM SUPPLEMENT shall prevail over those in this AGREEMENT.

18. Without the written consent of STATE, this AGREEMENT is not assignable by ADMINISTERING AGENCY either in whole or in part.

19. No alteration or variation of the terms of this AGREEMENT shall be valid unless made in writing and signed by the PARTIES, and no oral understanding or agreement not incorporated herein shall be binding on any of the PARTIES.

IN WITNESS WHEREOF, the PARTIES have executed this AGREEMENT by their duly authorized officers.

STATE OF CALIFORNIA  
DEPARTMENT OF TRANSPORTATION

By \_\_\_\_\_

\_\_\_\_\_  
Chief, Office of Project Implementation  
Division of Local Assistance

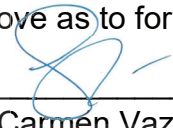
Date \_\_\_\_\_

City of Gardena

By \_\_\_\_\_  
Tasha Cerda - City Mayor

Date \_\_\_\_\_

Approve as to form

By  \_\_\_\_\_  
Carmen Vazquez - City Attorney

Attested

By \_\_\_\_\_  
Mina Semenza - City Clerk



## EXHIBIT A

### FAIR EMPLOYMENT PRACTICES ADDENDUM

1. In the performance of this Agreement, ADMINISTERING AGENCY will not discriminate against any employee for employment because of race, color, sex, sexual orientation, religion, ancestry or national origin, physical disability, medical condition, marital status, political affiliation, family and medical care leave, pregnancy leave, or disability leave. ADMINISTERING AGENCY will take affirmative action to ensure that employees are treated during employment without regard to their race, sex, sexual orientation, color, religion, ancestry, or national origin, physical disability, medical condition, marital status, political affiliation, family and medical care leave, pregnancy leave, or disability leave. Such action shall include, but not be limited to, the following: employment; upgrading; demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. ADMINISTERING AGENCY shall post in conspicuous places, available to employees for employment, notices to be provided by STATE setting forth the provisions of this Fair Employment section.

2. ADMINISTERING AGENCY, its contractor(s) and all subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.), and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12900(a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this AGREEMENT by reference and made a part hereof as if set forth in full. Each of the ADMINISTERING AGENCY'S contractors and all subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreements, as appropriate.

3. ADMINISTERING AGENCY shall include the nondiscrimination and compliance provisions of this clause in all contracts and subcontracts to perform work under this AGREEMENT.

4. ADMINISTERING AGENCY will permit access to the records of employment, employment advertisements, application forms, and other pertinent data and records by STATE, the State Fair Employment and Housing Commission, or any other agency of the State of California designated by STATE, for the purposes of investigation to ascertain compliance with the Fair Employment section of this Agreement.

5. Remedies for Willful Violation:

(a) STATE may determine a willful violation of the Fair Employment provision to have occurred upon receipt of a final judgment to that effect from a court in an action to which ADMINISTERING AGENCY was a party, or upon receipt of a written

notice from the Fair Employment and Housing Commission that it has investigated and determined that ADMINISTERING AGENCY has violated the Fair Employment Practices Act and had issued an order under Labor Code Section 1426 which has become final or has obtained an injunction under Labor Code Section 1429.

(b) For willful violation of this Fair Employment Provision, STATE shall have the right to terminate this Agreement either in whole or in part, and any loss or damage sustained by STATE in securing the goods or services thereunder shall be borne and paid for by ADMINISTERING AGENCY and by the surety under the performance bond, if any, and STATE may deduct from any moneys due or thereafter may become due to ADMINISTERING AGENCY, the difference between the price named in the Agreement and the actual cost thereof to STATE to cure ADMINISTERING AGENCY's breach of this Agreement.

## EXHIBIT B

### NONDISCRIMINATION ASSURANCES

ADMINISTERING AGENCY HEREBY AGREES THAT, as a condition to receiving any federal financial assistance from the STATE, acting for the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the ACT), and all requirements imposed by or pursuant to Title

49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964" (hereinafter referred to as the REGULATIONS), the Federal-aid Highway Act of 1973, and other pertinent directives, to the end that in accordance with the ACT, REGULATIONS, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex, national origin, religion, age or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which ADMINISTERING AGENCY receives federal financial assistance from the Federal Department of Transportation. ADMINISTERING AGENCY HEREBY GIVES ASSURANCE THAT ADMINISTERING AGENCY will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a) (1) of the REGULATIONS.

More specifically, and without limiting the above general assurance, ADMINISTERING AGENCY hereby gives the following specific assurances with respect to its federal-aid Program:

1. That ADMINISTERING AGENCY agrees that each "program" and each "facility" as defined in subsections 21.23 (e) and 21.23 (b) of the REGULATIONS, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the REGULATIONS.

2. That ADMINISTERING AGENCY shall insert the following notification in all solicitations for bids for work or material subject to the REGULATIONS made in connection with the federal-aid Program and, in adapted form, in all proposals for negotiated agreements:

ADMINISTERING AGENCY hereby notifies all bidders that it will affirmatively ensure that in any agreement entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, national origin, religion, age, or disability in consideration for an award.

3. That ADMINISTERING AGENCY shall insert the clauses of Appendix A of this assurance in every agreement subject to the ACT and the REGULATIONS.

4. That the clauses of Appendix B of this Assurance shall be included as a covenant

running with the land, in any deed effecting a transfer of real property, structures, or improvements thereon, or interest therein.

5. That where ADMINISTERING AGENCY receives federal financial assistance to construct a facility, or part of a facility, the Assurance shall extend to the entire facility and facilities operated in connection therewith.

6. That where ADMINISTERING AGENCY receives federal financial assistance in the form, or for the acquisition, of real property or an interest in real property, the Assurance shall extend to rights to space on, over, or under such property.

7. That ADMINISTERING AGENCY shall include the appropriate clauses set forth in Appendix C and D of this Assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the ADMINISTERING AGENCY with other parties:

Appendix C;

(a) for the subsequent transfer of real property acquired or improved under the federal-aid Program ; and

Appendix D;

(b) for the construction or use of or access to space on, over, or under real property acquired, or improved under the federal-aid Program.

8. That this assurance obligates ADMINISTERING AGENCY for the period during which federal financial assistance is extended to the program, except where the federal financial assistance is to provide, or is in the form of, personal property or real property or interest therein, or structures, or improvements thereon, in which case the assurance obligates ADMINISTERING AGENCY or any transferee for the longer of the following periods:

(a) the period during which the property is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or

(b) the period during which ADMINISTERING AGENCY retains ownership or possession of the property.

9. That ADMINISTERING AGENCY shall provide for such methods of administration for the program as are found by the U.S. Secretary of Transportation, or the official to whom he delegates specific authority, to give reasonable guarantee that ADMINISTERING AGENCY, other recipients, sub-grantees, applicants, sub-applicants, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements imposed by, or pursuant to, the ACT, the REGULATIONS, this Assurance and the Agreement.

10. That ADMINISTERING AGENCY agrees that the United States and the State of California have a right to seek judicial enforcement with regard to any matter

arising under the ACT, the REGULATIONS, and this Assurance.

11. ADMINISTERING AGENCY shall not discriminate on the basis of race, religion, age, disability, color, national origin or sex in the award and performance of any STATE assisted contract or in the administration on its DBE Program or the requirements of 49 CFR Part 26. ADMINISTERING AGENCY shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in the award and administration of STATE assisted contracts. ADMINISTERING AGENCY'S DBE Implementation Agreement is incorporated by reference in this AGREEMENT. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved DBE Implementation Agreement, STATE may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 USC 1001 and/or the Program Fraud Civil Remedies Act of 1985 (31USC 3801 et seq.)

THESE ASSURANCES are given in consideration of and for the purpose of obtaining any and all federal grants, loans, agreements, property, discounts or other federal financial assistance extended after the date hereof to ADMINISTERING AGENCY by STATE, acting for the U.S. Department of Transportation, and is binding on ADMINISTERING AGENCY, other recipients, subgrantees, applicants, sub-applicants, transferees, successors in interest and other participants in the federal-aid Highway Program.

## APPENDIX A TO EXHIBIT B

During the performance of this Agreement, ADMINISTERING AGENCY, for itself, its assignees and successors in interest (hereinafter collectively referred to as ADMINISTERING AGENCY) agrees as follows:

(1) Compliance with Regulations: ADMINISTERING AGENCY shall comply with the regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the REGULATIONS), which are herein incorporated by reference and made a part of this agreement.

(2) Nondiscrimination: ADMINISTERING AGENCY, with regard to the work performed by it during the AGREEMENT, shall not discriminate on the grounds of race, color, sex, national origin, religion, age, or disability in the selection and retention of sub-applicants, including procurements of materials and leases of equipment. ADMINISTERING AGENCY shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the REGULATIONS, including employment practices when the agreement covers a program set forth in Appendix B of the REGULATIONS.

(3) Solicitations for Sub-agreements, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by ADMINISTERING AGENCY for work to be performed under a Sub-agreement, including procurements of materials or leases of equipment, each potential sub-applicant or supplier shall be notified by ADMINISTERING AGENCY of the ADMINISTERING AGENCY's obligations under this Agreement and the REGULATIONS relative to nondiscrimination on the grounds of race, color, or national origin.

(4) Information and Reports: ADMINISTERING AGENCY shall provide all information and reports required by the REGULATIONS, or directives issued pursuant thereto, and shall permit access to ADMINISTERING AGENCY's books, records, accounts, other sources of information, and its facilities as may be determined by STATE or FHWA to be pertinent to ascertain compliance with such REGULATIONS or directives. Where any information required of ADMINISTERING AGENCY is in the exclusive possession of another who fails or refuses to furnish this information, ADMINISTERING AGENCY shall so certify to STATE or the FHWA as appropriate, and shall set forth what efforts ADMINISTERING AGENCY has made to obtain the information.

(5) Sanctions for Noncompliance: In the event of ADMINISTERING AGENCY's noncompliance with the nondiscrimination provisions of this agreement, STATE shall impose such agreement sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:

(a) withholding of payments to ADMINISTERING AGENCY under the Agreement

within a reasonable period of time, not to exceed 90 days; and/or

(b) cancellation, termination or suspension of the Agreement, in whole or in part.

(6) Incorporation of Provisions: ADMINISTERING AGENCY shall include the provisions of paragraphs (1) through (6) in every sub-agreement, including procurements of materials and leases of equipment, unless exempt by the REGULATIONS, or directives issued pursuant thereto. ADMINISTERING AGENCY shall take such action with respect to any sub-agreement or procurement as STATE or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance, provided, however, that, in the event ADMINISTERING AGENCY becomes involved in, or is threatened with, litigation with a sub-applicant or supplier as a result of such direction, ADMINISTERING AGENCY may request STATE enter into such litigation to protect the interests of STATE, and, in addition, ADMINISTERING AGENCY may request the United States to enter into such litigation to protect the interests of the United States.



## APPENDIX B TO EXHIBIT B

The following clauses shall be included in any and all deeds effecting or recording the transfer of PROJECT real property, structures or improvements thereon, or interest therein from the United States.

### (GRANTING CLAUSE)

NOW, THEREFORE, the U.S. Department of Transportation, as authorized by law, and upon the condition that ADMINISTERING AGENCY will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code, the Regulations for the Administration of federal-aid for Highways and the policies and procedures prescribed by the Federal Highway Administration of the Department of Transportation and, also in accordance with and in compliance with the Regulations pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the ADMINISTERING AGENCY all the right, title, and interest of the U.S. Department of Transportation in, and to, said lands described in Exhibit "A" attached hereto and made a part hereof.

### (HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto ADMINISTERING AGENCY and its successors forever, subject, however, to the covenant, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on ADMINISTERING AGENCY, its successors and assigns.

ADMINISTERING AGENCY, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns,

(1) that no person shall on the grounds of race, color, sex, national origin, religion, age or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed (;) (and) \*

(2) that ADMINISTERING AGENCY shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in federally-assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended (;) and

(3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, the U.S. Department of Transportation shall have a right to re-enter said lands and facilities on said land, and the above-described land and facilities shall thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this deed.\*

\* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil



#### APPENDIX C TO EXHIBIT B

The following clauses shall be included in any and all deeds, licenses, leases, permits, or similar instruments entered into by ADMINISTERING AGENCY, pursuant to the provisions of Assurance 7(a) of Exhibit B.

The grantee (licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add "as covenant running with the land") that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.), shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of Secretary, Part 21, Nondiscrimination in federally-assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

(Include in licenses, leases, permits, etc.)\*

That in the event of breach of any of the above nondiscrimination covenants, ADMINISTERING AGENCY shall have the right to terminate the (license, lease, permit etc.) and to re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, lease, permit, etc.) had never been made or issued.

(Include in deeds)\*

That in the event of breach of any of the above nondiscrimination covenants, ADMINISTERING AGENCY shall have the right to re-enter said land and facilities thereon, and the above- described lands and facilities shall thereupon revert to and vest in and become the absolute property of ADMINISTERING AGENCY and its assigns.

\* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

#### APPENDIX D TO EXHIBIT B

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by the ADMINISTERING AGENCY, pursuant to the provisions of Assurance 7 (b) of Exhibit B.

The grantee (licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds, and leases add "as a covenant running with the land") that:

(1) no person on the ground of race, color, sex, national origin, religion, age or disability, shall be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in the use of said facilities;

(2) that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the ground of race, color, sex, national origin, religion, age or disability shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination; and

(3) that the (grantee, licensee, lessee, permittee, etc.,) shall use the premises in compliance with the Regulations.

(Include in licenses, leases, permits, etc.)\*

That in the event of breach of any of the above nondiscrimination covenants, ADMINISTERING AGENCY shall have the right to terminate the (license, lease, permit, etc.) and to re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, lease, permit, etc.) had never been made or issued.

(Include in deeds)\*

That in the event of breach of any of the above nondiscrimination covenants, ADMINISTERING AGENCY shall have the right to re-enter said land and facilities thereon, and the above-described lands and facilities shall thereupon revert to and vest in and become the absolute property of ADMINISTERING AGENCY, and its assigns.

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\* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.



# ***City of Gardena***

## ***Gardena City Council Meeting***

### ***AGENDA REPORT SUMMARY***

Agenda Item No. 8.I  
Section: CONSENT CALENDAR  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Approval of Final Tract Map No. 77159

**CONTACT: PUBLIC WORKS**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

Staff respectfully recommends that the City Council :

1. Find the final map complies with the Subdivision Map Act and the Subdivision Ordinance of the City.
2. Find the final map in compliance and consistent with the previously approved tentative map and the Mitigating measures of the environmental review.
3. Approve the final tract map.

On March 5, 2019, the Planning and Environmental Quality Commission approved tentative Tract Map 77159. The approved tentative tract map incorporated all requirements of the City of Gardena, including the Planning and Environmental quality Commission. The final map has been checked by L.A. County Public Works for compliance with the State Subdivision Map Act, the City of Gardena Public Works Department for compliance with local requirements, and Community Development Department for compliance with Land Use General plan Requirements, and the City Treasurer for outstanding assessments.

All departments have reviewed the map and did not find any violations. The map is acceptable and ready for recordation. This map can be found on file in Engineering.

**FINANCIAL IMPACT/COST:**

N/A

**ATTACHMENTS:**

[Tract Map 77159.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio", is centered within a light gray rectangular box.

---

Clint Osorio, City Manager



10 LOTS  
30,844 SQ.FT. GROSS

TRACT NO. 77159

IN THE CITY OF GARDENA  
COUNTY OF LOS ANGELES  
STATE OF CALIFORNIA

BEING A SUBDIVISION OF PORTION OF LOT 6, OF  
PARTITION OF THE ESTATE OF J.B. DUCAZAU SAN PEDRO  
RANCHO, AS PER MAP RECORDED IN BOOK 59, PAGES 15  
AND 16, OF MISCELLANEOUS RECORDS, IN THE OFFICE  
OF THE COUNTY RECORDER OF SAID COUNTY.

OWNER'S STATEMENT:

WE HEREBY STATE THAT WE ARE THE OWNERS OF OR ARE INTERESTED IN THE LANDS INCLUDED WITHIN THE SUBDIVISION SHOWN ON THIS MAP WITHIN THE DISTINCTIVE BORDER LINES, AND WE CONSENT TO THE PREPARATION AND FILING OF SAID MAP AND SUBDIVISION.

WE ALSO HEREBY DEDICATE TO THE PUBLIC USE ALL STREETS, HIGHWAYS AND OTHER PUBLIC WAYS SHOWN ON SAID MAP.

HOMES ON 168TH LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, OWNER

BY Douglas Maupin  
Douglas Maupin, Manager

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE  
VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT  
TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS,  
ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA )  
COUNTY OF LOS ANGELES )

ON MAY 8 2020, BEFORE ME, Joann A Black,  
A NOTARY PUBLIC, PERSONALLY APPEARED Douglas Maupin, WHO  
PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE  
NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME  
THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES) AND  
THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT, THE PERSON(S) OR THE ENTITY  
UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA  
THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL.

SIGNATURE: Joann A Black

PRINTED NAME: Joann A Black

MY PRINCIPAL PLACE OF BUSINESS IS IN LOS ANGELES COUNTY

MY COMMISSION NO. 2241169

MY COMMISSION EXPIRES: MAY 12 2022

THIS TRACT IS APPROVED AS A RESIDENTIAL PLANNED DEVELOPMENT PROJECT WHEREBY  
THE COMMON AREAS WILL BE HELD IN FEE BY AN ASSOCIATION MADE UP OF THE OWNERS  
OF THE INDIVIDUAL LOTS. MEMBERSHIP IN THE HOMEOWNER'S ASSOCIATION IS  
INSEPARABLE FROM OWNERSHIP IN THE INDIVIDUAL LOTS.

LOT 10 IS A COMMON PRIVATE DRIVEWAY, TO BE HELD IN FEE BY AN ASSOCIATION MADE  
UP OF THE OWNERS OF LOTS 1 THROUGH 9, INCLUSIVE, FOR ACCESS, UTILITY EASEMENT,  
AND MAINTENANCE PURPOSES. MEMBERSHIP IN THE HOMEOWNER'S ASSOCIATION IS  
INSEPARABLE FROM OWNERSHIP IN THE INDIVIDUAL LOTS.

SIGNATURE OMISSION NOTE:

THE SIGNATURE OF UNION OIL COMPANY OF CALIFORNIA, A CALIFORNIA CORPORATION AS  
LESSEE, FOR A SUBSURFACE OIL AND GAS LEASE RECORDED AUGUST 16, 1965 AS  
INSTRUMENT NO. 3752 OF OFFICIAL RECORDS HAS BEEN OMITTED UNDER THE PROVISIONS  
OF SECTION 66436, SUBSECTION (a)(3)(C) OF THE SUBDIVISION MAP ACT AS THEIR INTEREST  
IS SUCH THAT IT CANNOT RIPEN INTO A FEE TITLE AND SAID SIGNATURES ARE NOT  
REQUIRED BY THE LOCAL AGENCY.



ENGINEER'S STATEMENT:

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A TRUE  
AND COMPLETE FIELD SURVEY PERFORMED BY ME OR UNDER MY DIRECTION IN OCTOBER,  
2019, IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND  
LOCAL ORDINANCE AT THE REQUEST OF HOMES ON 168TH LLC ON OCTOBER 1, 2019. I  
HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR  
CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY; THAT ALL THE MONUMENTS ARE OF  
THE CHARACTER AND OCCUPY POSITIONS INDICATED; AND THAT THE MONUMENTS ARE  
SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

GARY J. ROEHL  
R.C.E. NO. 30826, EXPIRES: MARCH 31, 2022

5-10-2020  
DATE

BASIS OF BEARINGS:

THE BEARINGS SHOWN HEREON ARE BASED ON THE BEARING N88°05'19"E OF THE  
CENTERLINE OF 168TH STREET, AS SHOWN ON MAP OF TRACT NO. 53781 FILED IN BOOK  
1318, PAGES 34 THROUGH 36, INCLUSIVE, OF MAPS, RECORDS OF LOS ANGELES COUNTY.

CITY TREASURER'S CERTIFICATE:

I HEREBY STATE THAT ALL SPECIAL ASSESSMENTS LEVIED UNDER THE JURISDICTION OF  
THE CITY OF GARDENA, TO WHICH THE LAND INCLUDED IN THE WITHIN SUBDIVISION OR  
ANY PART THEREOF IS SUBJECT, AND WHICH MAY BE PAID IN FULL, HAVE BEEN PAID IN  
FULL.

Jenik Inad Tsukigane  
CITY TREASURER, CITY OF GARDENA

05-13-21  
DATE

CITY CLERK'S CERTIFICATE:

I HEREBY CERTIFY THAT THE CITY COUNCIL OF THE CITY OF GARDENA BY MOTION  
ADOPTED AT ITS SESSION ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_\_,  
APPROVED THE ANNEXED MAP AND ACCEPTED ON BEHALF OF THE PUBLIC THE DEDICATION  
OF THE STREETS, HIGHWAYS, AND OTHER PUBLIC WAYS SHOWN HEREON.

CITY CLERK, CITY OF GARDENA

DATE



CITY ENGINEER'S CERTIFICATE:

I HEREBY CERTIFY THAT I HAVE EXAMINED THIS MAP; THAT IT SUBSTANTIALLY CONFORMS  
TO THE TENTATIVE MAP AND ALL APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS  
OF THE SUBDIVISION ORDINANCES OF THE CITY OF GARDENA APPLICABLE AT THE TIME OF  
APPROVAL OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH; AND THAT ALL PROVISIONS  
OF SUBDIVISION MAP ACT SECTION 66442 (A)(1),(2), AND (3) HAVE BEEN COMPLIED WITH.

Kevin Kwak  
KEVIN KWAK, PRINCIPAL CIVIL ENGINEER, CITY OF GARDENA

6-29-2021  
DATE

COUNTY SURVEYOR'S CERTIFICATE:

I HEREBY CERTIFY THAT I HAVE EXAMINED THIS MAP; THAT IT COMPLIES WITH ALL  
PROVISIONS OF STATE LAW APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE  
MAP; AND THAT I AM SATISFIED THAT THIS MAP IS TECHNICALLY CORRECT IN ALL  
RESPECTS NOT CERTIFIED BY THE CITY ENGINEER.

COUNTY SURVEYOR

BY FABRIZIO PACHANO, DEPUTY  
L.S. NO. 7274

DATE

I HEREBY CERTIFY THAT SECURITY IN THE AMOUNT OF \$ \_\_\_\_\_ HAS BEEN  
FILED WITH THE EXECUTIVE OFFICER, BOARD OF SUPERVISORS OF THE COUNTY OF LOS  
ANGELES AS SECURITY FOR THE PAYMENT OF TAXES AND SPECIAL ASSESSMENTS  
COLLECTED AS TAXES ON THE LAND SHOWN ON MAP OF TRACT NO. 77159 AS REQUIRED  
BY LAW.

EXECUTIVE OFFICER, BOARD OF SUPERVISORS  
OF THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA.

BY \_\_\_\_\_  
DEPUTY

DATE

I HEREBY CERTIFY THAT ALL CERTIFICATES HAVE BEEN FILED AND DEPOSITS HAVE BEEN  
MADE THAT ARE REQUIRED UNDER THE PROVISIONS OF SECTIONS 66492 AND 66493 OF  
THE SUBDIVISION MAP ACT.

EXECUTIVE OFFICER, BOARD OF SUPERVISORS  
OF THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA.

BY \_\_\_\_\_  
DEPUTY

DATE



TRACT NO. 77159

IN THE CITY OF GARDENA  
COUNTY OF LOS ANGELES  
STATE OF CALIFORNIA



LEGEND:

- INDICATES THE BOUNDARY OF THE LAND BEING SUBDIVIDED BY THIS MAP
- R1 TRACT NO. 53781, M.B. 1318-34-36
- R2 TRACT NO. 44162, M.B. 1110-5-6

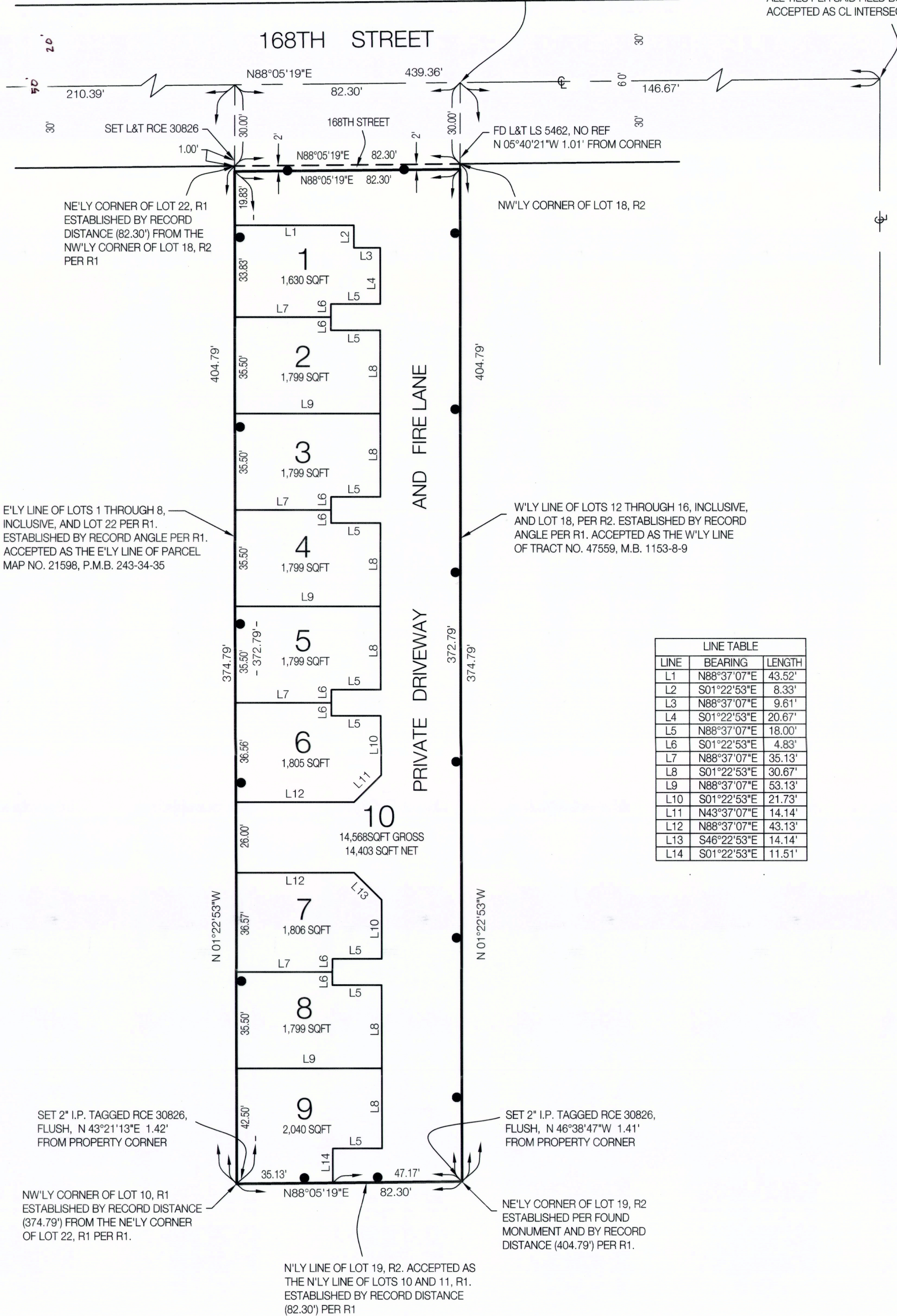
ESTABLISHED CL INTERSECTION ON SSMH USING 4 L&T TIES PER LACO PWFB 0619, PAGES 497-498. ACCEPTED AS CL INTERSECTION.

FD SPK&W, ILLEGIBLE, PER R2. ACCEPTED AS INTERSECTION OF THE CL WEST 168TH STREET AND THE N'LY PROLONGATION OF THE W'LY LINE OF R2.

FD MAG N&W LS 5411 PER LACO PWFB 0619, PAGES 923-924. FITS ALL TIES PER SAID FIELD BOOK. ACCEPTED AS CL INTERSECTION.

NORMANDIE AVENUE

MAYFLOWER CIRCLE



LINE TABLE		
LINE	BEARING	LENGTH
L1	N88°37'07"E	43.52'
L2	S01°22'53"E	8.33'
L3	N88°37'07"E	9.61'
L4	S01°22'53"E	20.67'
L5	N88°37'07"E	18.00'
L6	S01°22'53"E	4.83'
L7	N88°37'07"E	35.13'
L8	S01°22'53"E	30.67'
L9	N88°37'07"E	53.13'
L10	S01°22'53"E	21.73'
L11	N43°37'07"E	14.14'
L12	N88°37'07"E	43.13'
L13	S46°22'53"E	14.14'
L14	S01°22'53"E	11.51'





# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 8.J  
Section: CONSENT CALENDAR  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: RESOLUTION NO. 6585 Authorizing the City Manager to Execute an Agreement for the Elderly Nutrition Program on Behalf of the City for Fiscal Year 2022-2023.

**CONTACT: RECREATION AND HUMAN SERVICES**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

Staff respectfully recommends that the City Council adopt Resolution No. 6585 which designates the City Manager as the authorized representative to execute the Elderly Nutrition Program Agreement between the City of Gardena and Los Angeles County's Workforce Development, Aging, and Community Services Department for Fiscal Year 2022-2023. The Elderly Nutrition Program includes serving congregate and home-delivered meals as well as conducting telephone reassurance to the older adult population.

**FINANCIAL IMPACT/COST:**

None.

**ATTACHMENTS:**

[Resolution No. 6585](#)

APPROVED:

---

Clint Osorio, City Manager

**RESOLUTION NO. 6585**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR THE ELDERLY NUTRITION PROGRAM ON BEHALF OF THE CITY FOR FISCAL YEAR 2022/2023.**

**WHEREAS**, the City of Gardena has established a congregate and home-delivered meals program for seniors through its Recreation and Human Services Department; and

**WHEREAS**, the County of Los Angeles Workforce Development, Aging and Community Services has been awarded the funds for providing services for older adults under the Older Americans Act; and

**WHEREAS**, the City of Gardena wishes to submit a signed, executed Elderly Nutrition Program agreement; and

**WHEREAS**, in order to certify the approval of City Council to enter into this transaction with the County of Los Angeles Workforce Development, Aging and Community Services for the purpose of providing seniors with nutritious meals for Fiscal Year 2022/2023, it is necessary that this resolution be adopted.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY FIND, DETERMINE, AND RESOLVE, AS FOLLOWS:**

**SECTION 1.** Designates the City Manager as authorized to sign the Elderly Nutrition Program agreement, binding the City to the Subaward (and any amendments or addendums thereto), and approve and accept Subaward funds on behalf of the City.

**SECTION 2.** The Mayor, or presiding officer, is hereby authorized to affix her signature to this resolution signifying its adoption by the City Council of the City of Gardena and the City Clerk, or her duly appointed assistant, is directed to attest thereto.



**BE IT FURTHER RESOLVED** that the City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered among the original Resolutions of said City; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

Passed, approved, and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
TASHA CERDA, Mayor

ATTEST:

\_\_\_\_\_  
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CARMEN VASQUEZ, City Attorney



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 8.K  
Section: CONSENT CALENDAR  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: RESOLUTION NO. 6586 Authorizing the City Manager to Execute an Agreement for the Supportive Services Program on Behalf of the City for Fiscal Year 2022-2023.

**CONTACT: RECREATION AND HUMAN SERVICES**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

Staff respectfully recommends that the City Council adopt Resolution No. 6586 which designates the City Manager as the authorized representative to execute the Supportive Services Program Agreement between the City of Gardena and Los Angeles County's Workforce Development, Aging, and Community Services Department for Fiscal Year 2022-2023. The Supportive Services Program provides seniors throughout Gardena, Lawndale, Inglewood, and Hawthorne with vital in-home care assistance and case management services.

**FINANCIAL IMPACT/COST:**

None.

**ATTACHMENTS:**

[Resolution No. 6586](#)

APPROVED:

---

Clint Osorio, City Manager

**RESOLUTION NO. 6586**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR THE SUPPORTIVE SERVICES PROGRAM ON BEHALF OF THE CITY FOR FISCAL YEAR 2022/2023.**

**WHEREAS**, the City of Gardena has established an in-home help program for seniors through its Recreation and Human Services Department; and

**WHEREAS**, the County of Los Angeles Workforce Development, Aging and Community Services has been awarded the funds for providing services for older adults under the Older Americans Act; and

**WHEREAS**, the City of Gardena wishes to submit a signed, executed Supportive Services Program agreement; and

**WHEREAS**, in order to certify the approval of City Council to enter into this transaction with the County of Los Angeles Workforce Development, Aging and Community Services for the purpose of providing seniors with vital in-home care assistance for Fiscal Year 2022/2023, it is necessary that this resolution be adopted.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY FIND, DETERMINE, AND RESOLVE, AS FOLLOWS:**

**SECTION 1.** Designates the City Manager as authorized to sign the Supportive Services Program agreement, binding the City to the Subaward (and any amendments or addendums thereto), and approve and accept Subaward funds on behalf of the City.

**SECTION 2.** The Mayor, or presiding officer, is hereby authorized to affix her signature to this resolution signifying its adoption by the City Council of the City of Gardena and the City Clerk, or her duly appointed assistant, is directed to attest thereto.

**BE IT FURTHER RESOLVED** that the City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered among the original Resolutions of said City; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.


Passed, approved, and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
TASHA CERDA, Mayor

ATTEST:

\_\_\_\_\_  
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CARMEN VASQUEZ, City Attorney



# ***City of Gardena***

## ***Gardena City Council Meeting***

### ***AGENDA REPORT SUMMARY***

Agenda Item No. 8.L  
Section: CONSENT CALENDAR  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Approve Contract with Remix Technologies, LLC. for Transit Planning Software for a Total of \$103,900

**CONTACT: TRANSPORTATION**

**COUNCIL ACTION REQUIRED:**

**RECOMMENDATION AND STAFF SUMMARY:**

As part of the ongoing review of bus service operations, GTrans continuously assesses the efficiency and effectiveness of bus service and identifies changes to the bus route network that could improve performance and the quality of service to our customers. Also, GTrans staff regularly develops plans for new and modified transit services that can improve connections with other transit providers in the region and address unmet travel needs within our service area. The ability to effectively evaluate the impacts of proposed service change recommendations require having the right tools for operational and financial analysis. Presently, Remix Technologies is the sole vendor that offers software to comprehensively assess the impacts of transit service route and schedule changes. While other transit software focuses exclusively on transit scheduling, Remix software allows users to map bus routes and bus stops to assess the operating cost and resource needs of various operating scenarios. Remix software also provides the ability to assess bus routing proposals against U.S. census and demographic data to improve service quality and access to transit.

Founded in 2014, Remix Technologies is the only provider of an integrated transit planning software that allows transit planners to graphically develop bus routing and scheduling scenarios that connect transit planning to data analysis, service resource requirements, census information, demographic data and financial analysis. In July 2021, GTrans entered into a one-year agreement with Remix Technologies for use of the Remix transit planning software. Remix software has proven to be beneficial in service planning for Pilot Line 7X service, and in the assessment of several future bus route and microtransit concepts under review.

GTrans is currently assessing service and resource impacts of several transit service modifications, including restructuring of several bus routes in the GTrans bus network, proposals for the assumption of bus service from Metro, the implementation of a microtransit pilot service, and the ongoing assessment of new bus service to the Inglewood Entertainment

District. Over the next several years access to the Remix transit software will expedite the analysis of these potential service changes and their impacts to the GTrans bus network. Lastly, Remix software allows for the integration of existing bus stop infrastructure and General Transit Feed Specification (GTFS) data that will create a more efficient development of transit routing options, and its overall software tool will assist in timely analysis of the transit equity impacts of any potential bus service modification, which will meet the directives of Federal Transit Administration (FTA).

Remix has submitted the attached quote detailed below, with the contract term starting on July 1, 2022.

<b>Contract Term</b>	<b>Software License Fee</b>
Base Year 1 (July 1, 2022 - June 30, 2023)	\$31,400 (up to 65 vehicles)
Base Year 2 (July 1, 2023 - June 30, 2024)	\$34,500 (up to 65 vehicles)
Option Year 2 (July 1, 2024 - June 30, 2025)	\$38,000 (up to 65 vehicles)

Staff is confident in Remix Technologies' capacity to provide a comprehensive planning and scheduling system that will meet GTrans' satisfaction. Therefore Staff would like to recommend an award of a 2-year contract with a 1-year option from July 1, 2022 to June 30, 2025 for a total contract value of 103,900.

**FINANCIAL IMPACT/COST:**

GTrans has included these costs within its overall proposed FY23 and FY24 budgets scheduled to come before the City Council. Should GTrans choose to exercise the Option year, such funds will be included in the FY25 budget. There is no impact to the General Fund.

**ATTACHMENTS:**

[Renewal Contract with Remix Technologies July 1 2022.pdf](#)

APPROVED:



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Clint Osorio, City Manager

## Renewal of the Remix Services Agreement with GTrans

Remix Technologies LLC (“**Remix**”) and the City of Gardena (“**Customer**” and together with Remix, the “**Parties**”) have entered into an agreement titled Remix Services Agreement with GTrans (the “**Agreement**”) dated as of July 1, 2021. Upon execution of this Renewal (the “**Renewal**”), the Parties agree to the following:

1. **Renewal.** With effect from July 1, 2022 (the “**Effective Date**”) the Parties hereby agree to extend the duration of the Agreement beyond its original duration from the Effective date for a period of 2 years until June 30, 2024 with the option to renew for 1 additional option year.
2. **Price.** The Parties hereby agree to the following price structure:

<b>Remix Transit Planning Platform License</b>	<p><b>Total Contract Value:</b> <del>\$67,700 (Current List Price)</del> \$65,900 USD / 2 years based on a total fixed route fleet size of 65.</p> <ul style="list-style-type: none"> <li>➤ 2022: <del>\$33,200 (Current List Price)</del> \$31,400 USD/year</li> <li>➤ 2023: \$34,500 USD/year</li> <li>➤ Option Year (2024): \$38,000 USD/year</li> </ul> <p>Pricing valid if signed by July 1, 2022.</p> <p><b>Includes:</b></p> <ul style="list-style-type: none"> <li>• Remix licenses for an unlimited number of users within organization.</li> <li>• Software as a Service (SaaS): fully hosted, cloud-based web platform.</li> <li>• Platform functionality as described on page 1 with continuous improvements released throughout the course of the contract</li> <li>• Dedicated Customer Success staff</li> <li>• Premium Enterprise Support: response to requests in 1 business day</li> </ul>
<b>Marketing Terms</b>	<p>Willingness to work with Remix to develop a case study, mutually agreeable press release, ability to use Customer as a reference.</p>
<b>Year-to-Year Pricing</b>	<p>\$ 38,000 USD annually if one-year contract</p>

3. **Amendment.** Section 8.2. of the Agreement is hereby amended by replacing “\$285,000 (TWO HUNDRED EIGHTY-FIVE THOUSAND DOLLARS)” with “\$695,000.00 (SIX HUNDRED NINETY-FIVE THOUSAND DOLLARS)”.
4. **Conflicts, Use of Terms, Governing Law.** Capitalized terms used but not defined herein have the meanings set forth in the Agreement. Except as expressly provided herein, the terms and conditions of the Agreement remain unchanged. This Renewal will be governed by the same law as the Agreement.

*Signatures on following page.*

**REMIX TECHNOLOGIES LLC**

By:  CC85EEA3B54D48B...

Name: Nichole Jordan

Title: Global Head of Partner Success

Date: 6/8/2022

**CITY OF GARDENA**

By:

Name: Tasha Cerda

Title: Mayor

Date:

**APPROVED AS TO FORM:**

By: 

Name: Carmen Vasquez

Title: City Attorney

---

**Remix Billing Information**

Attn  
Accounts Receivable

Address  
10 Crosby St, Floor 2  
New York, NY 10013

Email  
AR@ridewithvia.com

**Customer Billing Information**

Attn  
\_\_\_\_\_

Address  
\_\_\_\_\_  
\_\_\_\_\_

Email  
\_\_\_\_\_

Phone  
\_\_\_\_\_





# Remix Proposal for GTrans

Rod Goldman, Transit Operations Officer, GTrans

Date: June 11, 2021

By: Remix Technologies, LLC.

Alyssa Overheul



## About Remix

**Our vision is to empower cities to manage all aspects of transportation and create equitable, safe, and accessible outcomes.**

Remix is the only company that brings together the complete transportation picture in a single software platform. We build products that help cities develop the best transportation outcomes for their communities. The company was founded in 2014 out of Code for America, and has partnered exclusively with government agencies since its founding.

Our technology enables you to see your data in one place, plan a holistic network, and build consensus across stakeholders. Remix focuses on technology and expertise that enables transportation professionals to do their best work through easy-to-use, visual tools to analyze and design more livable cities, where multiple modes of transportation can thrive.

Over 350 governments around the world leverage Remix's transportation platform. We bring the unique expertise of working directly with over 11,000 transportation professionals to build a cloud-based software platform that helps local governments build more livable communities.

### REMIX COMMUNITY UPDATE

We work with **325+** local governments to bring together the complete transportation picture.



## Product Overview

The core data platform enables three distinct workflows for transportation professionals and decision-makers, powered by open data and open source tools. By pulling data insights into the planning process, local governments can design better transportation networks, safer, more multimodal streets, and seamless integration between public and private transportation.



### EXPLORE

#### Access and visualize all of your transportation data first

Gather context and explore problems through quick insights for custom-drawn and existing geographical boundaries.



### TRANSIT PLANNING + SCHEDULING

#### Plan transit from vision through implementation

Design, evaluate, and collaborate all in one place - from a small detour to a full system redesign, and everything in between. Once your plan is set, take your vision through to blocking, runcutting, and rostering.



### STREET DESIGN

#### Design streets for the multimodal city

Explore new street design concepts, use data to inform decisions, and move your ideas forward, faster.



### SHARED MOBILITY

#### Understand the impact of new modes

Coordinate shared mobility programs with partners to accomplish your safety, equity, and sustainability goals.



# Remix Proposal for GTrans



Prepared for Rod Goldman, By Alyssa Overheul, Remix (alyssa.overheul@remix.com). Date: June 11, 2021

## What do I get with a Remix Transit License?

A full transit planning platform for your entire agency. It's an annual subscription for unlimited users, and includes:

- Fast and accurate sketch planning using existing stop infrastructure
- Instant demographic impact analysis
- Instant cost estimates
- Unlimited exports (excel, shapefile, KML, frequency-based GTFS, high-resolution image)
- Unlimited custom data layers (polygon-based shapefiles)
- Unlimited GTFS uploads
- Public engagement and share features
- Travel-time isochrone visualizations
- Title VI Engine (US) - generate a service equity analysis in less than 10 minutes
- Timetables – generate and customize timepoints and segment-level runtimes
- Export timetables into excel
- Consistent and regular product improvements / feature launches

## Customer support?

Our Success Team brings years of transit experience and works with you to develop a customized Success Plan. Each plan has three parts:

1. Onboard (First 60 Days): Identify a first project and work on it together.
  - Workshops, Project-Assisted Training, Individual Sessions, Video Guides
2. Plan (Months 2+): Bring your plans to life with Remix.
  - Regular Check-ins, Best Practices Blog, Remix Webinars, Remix Conference
3. Measure Results (Months 6+): Document your return on investment (ROI).
  - Develop ROI Report, Set Yearly Goals, Manage Renewal, Plan Ahead

## Technical requirements?

Remix is entirely web-based and software-as-a-service (SaaS).

- Everything is in the cloud -- no installations or downloads. Can access from anywhere.
- Every user gets a login + password
- Remix works on the latest version of any browser
- Agency-wide annual subscription -- no maintenance fees.

# Remix Explore for GTrans

## **What do I get with Premium Remix Explore?**

**A full data management platform for your entire staff. It's amplifies your [transit/streets/mobility] license with:**

- US Census data in key demographic areas, including: Population Density, Population Growth, Jobs, Public Transit to Work, Minority, Poverty, Car-Free Households, Seniors, Youth, Disability, Limited English, and more datasets.
- Geographic data including Political Boundaries: Cities, Counties, Zip Codes, and Census-designated places
- Custom polygon-based shapefiles provided by your agency
- Custom datasets provided by your agency, including:
  - Shared mobility infrastructure data, including docked Bikeshare
  - Movement data, including traffic speeds data
  - Line and point-based shapefiles, including bike infrastructure network

## **What do I get with Remix Standard Data?**

**A lightweight data management platform for your entire staff. It's amplifies your [transit/streets/mobility] license with:**

- US Census data in key demographic areas, including: Population Density, Population Growth, Jobs, Public Transit to Work, Minority, Poverty, Car-Free Households, Seniors, Youth, Disability, Limited English, and more datasets.
- Geographic data including Political Boundaries: Cities, Counties, Zip Codes, and Census-designated places
- Custom polygon-based shapefiles provided by your agency

# Remix Services Agreement for GTrans

This Services Agreement ("Agreement") is entered into between Remix Technologies, LLC., a subsidiary of Via Transportation, Inc. ("Company"), and GTrans ("Customer") and will become effective when it is executed by authorized representatives of both parties (the "Effective Date").

## Scope of Services & Terms

Prepared for Rod Goldman, GTrans. By Alyssa Overheul, Remix (alyssa.overheul@remix.com). Date: June 11, 2021

Effective Date	July 1, 2021
Commitment Term	1 year
Remix Transit + Explore Planning License	<p>\$27,000 USD per year, based on a total fixed route fleet of up to 66 vehicles</p> <ul style="list-style-type: none"><li>• Access to Transit Planning platform</li><li>• Remix licenses for an unlimited number of users within GTrans</li><li>• Enhanced data visualization and analysis</li><li>• Software as a Service (SaaS): fully hosted, cloud-based web platform</li><li>• Dedicated Customer Success staff; Premium Enterprise Support: response to requests in 1 business day</li></ul>
Implementation Fee	<p>\$1,500 USD for 1 year</p> <ul style="list-style-type: none"><li>• Provide onboarding and training for all staff.</li><li>• Create user accounts</li><li>• Calibrate and upload key datasets</li></ul>
Marketing Terms	Willingness to work with Remix to develop a case study, mutually agreeable press release, ability to use Customer as a reference.

.....

This Agreement incorporates the attached Terms and Conditions ("Terms"). In the event of a conflict or inconsistency between the Terms and this Agreement, the Terms will control, except to the extent that this Agreement expressly states that it supersedes specific language in the Agreement. Capitalized terms not otherwise defined herein will have the meaning ascribed to them in the Agreement.

The parties have caused their duly authorized representatives to execute this Agreement (incorporating the Terms) as of the dates set forth below.

The City of Gardena

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

Name: Clint Osorio

Title: City Manager

Date: 6/30/21

Remix Technologies LLC

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

Name: Tiffany Chu

Title: CEO

Date: 7/1/2021

Billing Contact Name: Rod Goldman

Email: rgoldman@gardenabus.com

Phone: (310) 965-8812

## Contact Us

**We love discussing all things cities and transportation.**

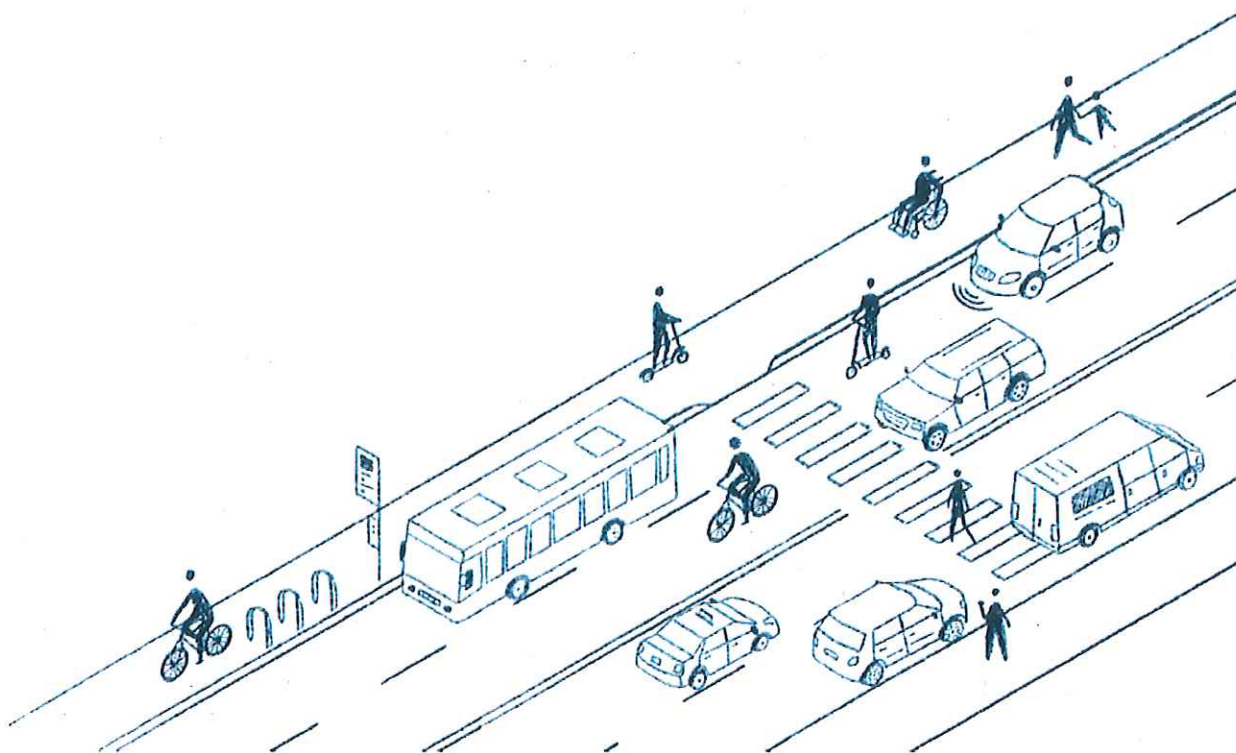
If you have questions about this proposal, please reach out to us at:

**ACCOUNT EXECUTIVE NAME**

(628) 239-2455 | [alyssa.overheul@remix.com](mailto:alyssa.overheul@remix.com)

**TEAM INFO**

[www.remix.com](http://www.remix.com) | [team@remix.com](mailto:team@remix.com)





## REMIX TERMS AND CONDITIONS

These Terms and Conditions ("Terms", together with an Order Form referencing these Terms, the "Agreement"), are entered into between Remix Technologies, LLC., a Delaware limited liability corporation ("Remix"), and the customer identified on the Order Form ("Customer"), and are effective as of the date that the Order Form is executed by both parties (the "Effective Date").

1. **DEFINITIONS.** Capitalized terms will have the meanings set forth in this Section 1, or in the section in which they are first used.

1.1 **"Authorized User"** means each of Customer's employees, agents, and independent contractors who are authorized to access the Remix Solution under this Agreement.

1.2 **"Customer Content"** means any content, data and information provided to Remix by or on behalf of Customer or its Authorized Users for use with the Services, including, without limitation, any Mobility Provider Data. Customer Content does not include Licensed Material or Resultant Data.

1.3 **"Documentation"** means the materials describing the use and operation of the Remix Solution that are made available to Customer as written technical briefs or on <https://help.remix.com/> or such other web page as Remix may designate to Customer from time to time.

1.4 **"Intellectual Property Rights"** means any and all now known or hereafter existing (a) rights associated with works of authorship, including copyrights, mask work rights, and moral rights; (b) trademark or service mark rights; (c) trade secret rights; (d) patents, patent rights, and industrial property rights; (e) layout design rights, design rights, and other proprietary rights of every kind and nature other than trademarks, service marks, trade dress, and similar rights; and (f) all registrations, applications, renewals, extensions, or reissues of the foregoing, in each case in any jurisdiction throughout the world.

1.5 **"Licensed Material"** means reports, results, materials and documentation made available to Customer as part of the Services. Licensed Material does not include the Remix Solution or any component thereof.

1.6 **"Mobility Provider"** means an operator of a transportation or rideshare service or platform that provides or facilitates transportation by train, bus, car, bicycle, scooter or any other mode of transportation and is required to provide transportation related data and information to Customer (or its third party designees) by contract, permit or other applicable ordinance, regulation or law.

1.7 **"Mobility Provider Data"** means any data or other information made available to Remix by a Mobility Provider at the direction, or for the specific benefit, of the Customer, even if Remix's receipt of such information is governed by its own agreement with the Mobility Provider.

1.8 **"Order Form"** means an order form, scope of work or scope of services signed by both parties that references this Agreement.

1.9 **"Professional Services"** means professional services provided by Remix to Customer as described in any Order Form (as may be further described in any statement of work).

1.10 **"Remix Solution"** means the Remix software-as-a-service application identified in any Order Form that allows Authorized Users to access certain features and functions through a web interface.

1.11 **"Resultant Data"** means statistics, data, insights, observations, analyses, ideas and other information that does not identify any natural person and is derived from the categorization, modeling or other processing of one (or more) data set(s), including, without limitation, data sets that include Customer Content and data of Remix's other customers.

1.12 **"Services"** means any services provided by Remix to Customer under this Agreement as described in an Order Form, including, but not limited to, provision of the Remix Solution and Professional Services.

## 2. PROVISION OF SERVICES

**2.1 Access.** Subject to Customer's payment of the fees set forth in the Order Form ("Fees"), Remix will provide Customer with access to the Remix Solution during the Term (as defined below). Customer will use commercially reasonable efforts to prevent unauthorized access to, or use of, the Remix Solution, and notify Remix promptly of any such unauthorized use known to Customer.

**2.2 Support Services.** Subject to the terms and conditions of this Agreement, Remix will exercise commercially reasonable efforts to (a) provide support for the use of the Remix Solution to Customer, (b) keep the Remix Solution operational and available to Customer, in each case in accordance with its standard policies and procedures, and (c) provide the Service in accordance with the Service Level Terms set out in Exhibit A.

**2.3 Professional Services.** As contemplated in Section 6.1 below, Remix can provide auxiliary Professional Services. These Professional Services are outlined in Exhibit B. The provision of these Professional Services, together with the fees to be charged by Remix, will be set forth in an Order Form or a statement of work signed by both parties at the time they are requested.

**2.4 Hosting.** Remix will, at its own expense, provide for the hosting of the Remix Solution, provided that nothing herein will be construed to require Remix to provide, or bear any responsibility with respect to, any telecommunications or computer network hardware required by Customer or any Authorized User to access the Remix Solution from the Internet.

## 3. INTELLECTUAL PROPERTY

**3.1 License Grant.** Subject to the terms and conditions of this Agreement, Remix grants to Customer a non-exclusive, non-transferable (except as permitted under Section 13.6) license during the Term (as defined below), solely for Customer's internal business purposes and in accordance with the limitations (if any) set forth in the Order Form, (a) to access and use the Remix Solution and in accordance with the Documentation; and (b) to use and reproduce a reasonable number of copies of the Documentation solely to support Customer's use of the Remix Solution. Customer may permit any Authorized Users to access and use the features and functions of the Remix Solution as contemplated by this Agreement, provided Customer remains responsible for compliance by such individuals with all of the terms and conditions of this Agreement, and any use of the Services by such individuals is for the sole benefit of Customer.

**3.2 Restrictions.** Customer will not, and will not permit any Authorized User or other party to: (a) allow any third party to access the Remix Solution, Licensed Material or Documentation, except as expressly allowed herein; (b) modify, adapt, alter or translate the Remix Solution, Licensed Material or Documentation; (c) sublicense, lease, sell, resell, rent, loan, distribute, transfer or otherwise allow the use of the Remix Solution or Documentation for the benefit of any unauthorized third party; (d) reverse engineer, decompile, disassemble, or otherwise derive or determine or attempt to derive or determine the source code (or the underlying Ideas, algorithms, structure or organization) or nonpublic APIs of the Remix Solution, except as permitted by law; (e) interfere in any manner with the operation of the Remix Solution or the hardware and network used to operate the Remix Solution; (f) modify, copy or make derivative works based on any part of the Remix Solution or Documentation; (g) access or use the Remix Solution to build a similar or competitive product or service; (h) attempt to access the Remix Solution through any unapproved interface; or (i) otherwise use the Remix Solution, Licensed Material, or Documentation in any manner that exceeds the scope of use permitted under Section 3.1 or in a manner inconsistent with applicable law, the Documentation, or this Agreement. Customer acknowledges and agrees that the Remix Solution will not be used, and is not licensed for use, in connection with any of Customer's time-critical or mission-critical functions. Customer will not remove, alter, or obscure any proprietary notices (including copyright and trademark notices) of Remix or its licensors on the Licensed Material or any copies thereof.

**3.3 Ownership.** As between the parties, the Customer Content, and all worldwide Intellectual Property Rights in it, is the exclusive property of Customer. All rights in and to the Customer Content not expressly granted to Remix in this Agreement are reserved by Customer. As between the parties, the Remix Solution, Licensed Materials, Documentation and Resultant Data, and all worldwide Intellectual Property Rights in each of the foregoing, are the exclusive property of Remix and its suppliers. All rights in and to the Remix Solution, Licensed Materials, Documentation and Resultant Data not expressly granted to Customer in this Agreement are reserved by Remix and its suppliers.

**3.4 License to Licensed Material.** Subject to the terms and conditions of this Agreement, Remix grants Customer a non-exclusive, non-transferable (except as permitted under Section 13.6), non-sublicensable, royalty-free and fully-paid license to use

Licensed Material solely for Customer's internal business purposes and, where Customer is a governmental body, to publicly display the Licensed Material as reasonably necessary to exercise its official authority or fulfill its legal obligations, including, without limitation, to solicit public comment on information contained in Licensed Material.

**3.5 License to Customer Data; Resultant Data.** Customer grants Remix a non-exclusive, worldwide, non-transferable (except as permitted under Section 13.6), non-sublicensable (except to permitted subcontractors under Section 13.10), royalty-free and fully paid license to (a) use the Customer trademarks, service marks, and logos as required to provide the Services; (b) to use, host, store, create derivative works from, communicate, distribute and publicly display the Customer Content as required to perform the Services and improve the Remix Solution; and (c) analyze the Customer Content, combine Customer Content with other data and create Resultant Data, including, without limitation, utilizing machine learning applications and other analytical methods. Customer acknowledges that the value of the Remix Solution to Customer and Remix's ability to provide it in accordance with this Agreement are contingent on Remix's ability to operate and improve the Remix Solution based on what it learns from the Resultant Data generated in the course of delivering the Remix Solution to all Remix customers.

**3.6 Open Source.** Certain items of software may be provided to Customer with the Remix Solution and certain Licensed Materials are subject to "open source" or "free software" licenses ("**Open Source Material**"). Some of the Open Source Material is owned by third parties. Open Source Materials are not subject to the terms and conditions of Sections 3.1 or 10. Instead, each item of Open Source Materials is licensed under the terms of the end-user license that accompanies such Open Source Materials. Nothing in this Agreement limits Customer's rights under, or grants Customer rights that supersede, the terms and conditions of any applicable end user license for the Open Source Materials. If required by any license for particular Open Source Materials, Remix makes such Open Source Materials, and Remix's modifications to that Open Source Materials, available by written request at the notice address specified below.

**3.7 Third Party Products.** Certain features and functionality of the Services may rely on third party data, software, or applications ("**Third Party Products**"). Such Third-Party Products may be subject to their own terms and conditions, which will be identified to the Customer in writing before they are incorporated into the Services. If Customer does not agree to abide by the applicable terms for any such Third-Party Products, then Customer should not install or use such Third-Party Products or utilize any features or functionality of the Services that incorporate them.

**3.8 Feedback.** Customer hereby grants to Remix a royalty-free, worldwide, transferable, sublicensable, irrevocable, perpetual license to use or incorporate into the Services any suggestions, enhancement requests, recommendations or other feedback provided by Customer, including Authorized Users, relating to the Services. Remix will not identify Customer as the source of any such feedback.

#### **4. FEES AND EXPENSES; PAYMENTS**

**4.1 Fees.** In consideration for the access rights granted to Customer and the Services performed by Remix under this Agreement, Customer will pay to Remix the Fees. Except as otherwise provided in the Order Form, all Fees are billed at the end of the month due and payable within thirty (30) days of the date of the invoice. Customer will reimburse Remix for documented expenses that are expressly provided for in an Order Form or SOW (defined below) or that have been approved in advance in writing by Customer. Remix reserves the right (in addition to any other rights or remedies Remix may have) to discontinue the Remix Solution and suspend all Authorized Users' and Customer's access to the Services if any Fees are more than thirty (30) days overdue until such amounts are paid in full. If Customer believes that Company has billed Customer incorrectly, Customer must contact Remix no later than sixty (60) days after the closing date on the first billing statement in which the error or problem appeared, in order to receive an adjustment or credit. Inquiries should be directed to Company's customer support department.

**4.2 Taxes.** The Fees are exclusive of all applicable sales, use, value-added and other taxes, and all applicable duties, tariffs, assessments, export and import fees, or other similar charges, and Customer will be responsible for payment of all such taxes (other than taxes based on Remix's income), fees, duties, and charges and any related penalties and interest, arising from the payment of the fees, the provision of the Services, or the license of the Remix Solution to Customer. Customer will make all payments of Fees to Remix free and clear of, and without reduction for, any withholding taxes; any such taxes imposed on payments of Fees to Remix will be Customer's sole responsibility, and Customer will provide Remix with official receipts issued by the appropriate taxing authority, or such other evidence as the Remix may reasonably request, to establish that such taxes have been paid.

#### **5. CUSTOMER CONTENT AND RESPONSIBILITIES**

**5.1 Licenses; Customer Content.** Customer will obtain all third party licenses, consents and permissions needed for Remix to use the Customer Content to provide the Services and exercise its rights under this Agreement. Customer is solely responsible for the accuracy, quality, integrity, legality, and reliability of all Customer Content.

**5.2 Customer Warranty.** Customer represents and warrants that the Customer Content and its use by Remix in accordance with this Agreement will not (a) infringe any copyright, trademark, or patent; (b) misappropriate any trade secret; (c) be deceptive, defamatory, obscene, pornographic or unlawful; (d) contain any viruses, worms or other malicious computer programming codes intended to damage Remix's system or data; and (e) otherwise violate the rights of a third party or applicable law.

**5.3 Back-ups; Security.** Customer will have the ability to export Customer Content out of the Remix Solution for the Term of the relevant Order Form and thereafter in accordance with Section 11.4. Customer acknowledges that the Remix Solution is not intended to serve as its data retention repository and that Customer is solely responsible for creating its own backup copies of any Customer Content at Customer's sole cost and expense. Customer and its Authorized Users will have access to the Customer Content and will be responsible for all changes to and/or deletions of Customer Content by Customer and the security of all usernames, passwords, API keys and other credentials required to access the Remix Solution. Customer will be responsible for any and all actions taken using Customer's accounts and passwords. If any Authorized User who has access to the Remix Solution is no longer an employee of or engaged by Customer, then Customer will immediately delete such access and otherwise terminate such Authorized User's access to the Remix Solution.

**5.4 Mobility Provider Cooperation.** Customer acknowledges that the performance of the Services (and value of the Services to Customer) may depend on Remix's receipt of data or other information or cooperation from one or more Mobility Providers. Therefore, Customer shall be responsible for taking all actions reasonably required to ensure such Mobility Providers provide such data, information or cooperation to Remix as is reasonably required for Remix to perform the Services, including, without limitation, requiring Mobility Providers to make available to Remix any and all data and information to which Customer is entitled in accordance with Remix's then applicable data specifications, and without requiring Remix to pay any additional consideration to, or sign any agreement with, the Mobility Provider that would interfere with the provision of services or grant of licenses under this agreement. Customer acknowledges and agrees that (a) Remix shall have no liability for a Mobility Provider's failure to provide such data, information or cooperation or other action or omission and (b) a Mobility Provider shall in no event be construed as a Remix supplier, contractor or agent even if Remix enters into a license or other agreement with such Mobility Provider to obtain data or information in furtherance of the Services.

## **6. PROFESSIONAL SERVICES.**

**6.1** Where the parties have agreed to Remix's provision of Professional Services, the details of such Professional Services will be set out in an Order Form or a statement of work signed by both parties ("**SOW**"). The Order Form or SOW, as applicable, will include: (a) a description of the Professional Services; (b) the schedule for the performance of the Professional Services; and (c) the Fees applicable for the performance of the Professional Services. Each Order Form or SOW, as applicable, will incorporate the terms and conditions of this Agreement. To the extent that a conflict arises between the terms and conditions of an Order Form or SOW and the terms of this Agreement, the terms and conditions of this Agreement will govern, except to the extent that the Order Form or SOW, as applicable, expressly states that it supersedes specific language in the Agreement. Customer may use anything delivered as part of the Professional Services in support of authorized use of the Services and subject to the terms regarding Customer's rights to use the Service set forth in this Agreement and the applicable SOW, but Remix will retain all right, title and interest in and to any such work product, code or deliverables and any derivative, enhancement or modification thereof created by Remix as part of the Professional Services.

**6.2 Freedom of Information Requests.** Remix will cooperate with Customer's requests to provide information that Customer requires to comply with its legal obligations under applicable freedom of information laws, provided that to the extent such cooperation exceeds the scope of Services specified in an Order Form, Remix will provide such cooperation as Professional Services pursuant to an SOW.

## **7. WARRANTIES AND DISCLAIMERS**

**7.1 Limited Warranty.** Remix represents and warrants that it will provide the Services and perform its other obligations under this Agreement in a professional and workmanlike manner and in substantial conformity with the Documentation. Remix's sole liability (and Customer's sole and exclusive remedy) for any breach of this warranty will be, at no charge to Customer, for Remix to

use commercially reasonable efforts to correct the reported non-conformity, or if Remix determines such remedy to be impracticable, either party may terminate the portion of the Services affected by the breach of warranty and Customer will receive as its sole remedy a refund of any Fees Customer has pre-paid for use of such Services for the terminated portion of the applicable Term. The limited warranty set forth in this Section 7.1 will not apply: (i) unless Customer makes a claim within thirty (30) days of the date on which Customer first noticed the non-conformity, (ii) if the error was caused by use not in accordance with the Documentation, unauthorized modifications or third-party hardware, software or services, or (iii) to use provided on a no-charge, trial or evaluation basis.

**7.2 Disclaimer.** THE LIMITED WARRANTY SET FORTH IN SECTION 7.1 IS MADE FOR THE BENEFIT OF CUSTOMER ONLY. EXCEPT AS EXPRESSLY PROVIDED IN SECTION 7.1, AND TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, THE SERVICES, LICENSED MATERIAL AND DOCUMENTATION ARE PROVIDED "AS IS," AND NEITHER REMIX NOR ITS SUPPLIERS MAKES (AND SUCH PARTIES HEREBY DISCLAIM) ANY OTHER WARRANTIES, REPRESENTATIONS, OR CONDITIONS, WHETHER WRITTEN, ORAL, EXPRESS, IMPLIED OR STATUTORY, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF SATISFACTORY QUALITY, COURSE OF DEALING, TRADE USAGE OR PRACTICE, SYSTEM INTEGRATION, DATA ACCURACY, MERCHANTABILITY, TITLE, NO INFRINGEMENT, OR FITNESS FOR A PARTICULAR PURPOSE. REMIX DOES NOT WARRANT THAT ALL ERRORS CAN BE CORRECTED, OR THAT OPERATION OF THE REMIX SOLUTION WILL BE UNINTERRUPTED OR ERROR-FREE. REMIX SHALL NOT BE LIABLE FOR DELAYS, INTERRUPTIONS, SERVICE FAILURES OR OTHER PROBLEMS INHERENT IN USE OF THE INTERNET AND ELECTRONIC COMMUNICATIONS, THIRD-PARTY PLATFORMS, OTHER SYSTEMS OUTSIDE THE REASONABLE CONTROL OF REMIX OR THE ACCURACY, QUALITY, INTEGRITY, LEGALITY OR RELIABILITY OF MOBILITY PROVIDER DATA.

## **8. LIMITATION OF LIABILITY**

**8.1 Types of Damages.** EXCEPT WITH RESPECT TO A PARTY'S LIABILITY UNDER SECTION 10, IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY INCIDENTAL, INDIRECT, SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES, REGARDLESS OF THE NATURE OF THE CLAIM, INCLUDING, WITHOUT LIMITATION, LOST PROFITS, COSTS OF DELAY, ANY FAILURE OF DELIVERY, BUSINESS INTERRUPTION, COSTS OF LOST OR DAMAGED DATA OR DOCUMENTATION, OR LIABILITIES TO THIRD PARTIES ARISING FROM ANY SOURCE, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THIS LIMITATION UPON DAMAGES AND CLAIMS IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED OR HAVE PROVEN INEFFECTIVE.

**8.2 Amount of Damages.** THE MAXIMUM LIABILITY OF EITHER PARTY ARISING OUT OF OR IN ANY WAY CONNECTED TO THIS AGREEMENT WILL NOT EXCEED \$285,000 (TWO HUNDRED EIGHTY-FIVE THOUSAND DOLLARS). IN NO EVENT WILL REMIX'S SUPPLIERS HAVE ANY LIABILITY ARISING OUT OF OR IN ANY WAY CONNECTED TO THIS AGREEMENT. NOTHING IN THIS AGREEMENT WILL LIMIT OR EXCLUDE EITHER PARTY'S LIABILITY FOR GROSS NEGLIGENCE OR INTENTIONAL MISCONDUCT OF A PARTY OR ITS EMPLOYEES OR AGENTS OR FOR DEATH OR PERSONAL INJURY.

**8.3 Basis of the Bargain.** The parties agree that the limitations of liability set forth in this Section 8 will survive and continue in full force and effect despite any failure of consideration or of an exclusive remedy. The parties acknowledge that the prices have been set and the Agreement entered into in reliance upon these limitations of liability and that all such limitations form an essential basis of the bargain between the parties.

**8.4 Nature of Claims and Failure of Essential Purpose.** The parties agree that the waivers and limitations specified in this Section 8 apply regardless of the form of action, whether in contract, tort (including negligence), strict liability or otherwise and will survive and apply even if any limited remedy specified in this Agreement is found to have failed of its essential purpose.

## **9. CONFIDENTIALITY**

**9.1 Confidential Information.** "Confidential Information" means any code, inventions, analysis methods and products, know-how, business, technical and financial information, and any other nonpublic information of a party (the "Disclosing Party"), whether disclosed orally or in written or digital media, that it discloses to the other party (the "Receiving Party") and identifies as "confidential" or with a similar legend at the time of such disclosure or that the Receiving Party knows or should have known is the confidential or proprietary information of the Disclosing Party. The Services, Documentation and all enhancements and improvements thereto will be considered Confidential Information of Remix.

**9.2 Protection of Confidential Information.** Except as expressly authorized herein, the Receiving Party will (a) hold in confidence and not disclose any Confidential Information to third parties and (b) not use Confidential Information for any purpose

other than fulfilling its obligations, and exercising its rights, under this Agreement. The Receiving Party will limit access to the Confidential Information to Authorized Users (with respect to Customer) or to personnel and contractors who have a need to know such information for the purpose of the performance of the Receiving Party's obligations or exercising its rights under this Agreement, who have confidentiality obligations no less restrictive than those set forth herein, and who have been informed of the confidential nature of such information. In addition, the Receiving Party will protect the Disclosing Party's Confidential Information from unauthorized use, access, or disclosure in the same manner that it protects its own proprietary information of a similar nature, but in no event with less than reasonable care. At the Disclosing Party's request or upon termination or expiration of this Agreement, the Receiving Party will return to the Disclosing Party or destroy (or permanently erase in the case of electronic files) all copies of the Confidential Information that the Receiving Party does not have a continuing right to use under this Agreement, and the Receiving Party will, upon request, certify to the Disclosing Party its compliance with this sentence.

**9.3 Exceptions.** The confidentiality obligations set forth in Section 9.2 will not apply to any information that (a) is at the time of disclosure or becomes generally available to the public through no fault of the Receiving Party; (b) is lawfully provided to the Receiving Party by a third party free of any confidentiality duties or obligations; (c) was already known to the Receiving Party at the time of disclosure free of any confidentiality duties or obligations; or (d) the Receiving Party can demonstrate, by clear and convincing evidence, was independently developed by employees and contractors of the Receiving Party who had no access to the Confidential Information. In addition, the Receiving Party may disclose Confidential Information (i) to the extent that such disclosure is necessary for the Receiving Party to enforce its rights under this Agreement or is required by law (including, without limitation, freedom of information laws) or by the order of a court or similar judicial or administrative body, provided that (to the extent legally permissible) the Receiving Party promptly notifies the Disclosing Party in writing of such required disclosure to the extent permitted by law, cooperates with the Disclosing Party if the Disclosing Party seeks an appropriate protective order, discloses no more information that is legally required, and in the case of disclosure required by freedom of information laws, Customer agrees to afford all confidentiality protections available under applicable law to such Confidential Information of Remix prior to disclosing it pursuant to such laws, including, without limitation, by providing Remix notice of freedom of information requests for such Confidential Information, the opportunity to object to Customer's disclosure thereof, and notice of Customer's disclosure determinations; and (ii) to its attorneys, accountants, professional advisors, and actual or potential lenders, investors or acquirers so long as such parties are bound by confidentiality obligations no less restrictive than those set forth herein.

## **10. INDEMNIFICATION**

**10.1 By Remix.** Remix will defend at its expense any claim brought against Customer insofar as such claim is based on a claim by any third party alleging that the Remix Solution infringes such third party's patent, copyright or trademark rights under applicable laws of any jurisdiction within the United States of America, and will indemnify and hold harmless Customer from and against any damages, expenses and costs finally awarded against Customer or agreed in settlement by Remix (including reasonable attorneys' fees and costs) resulting from such claim. If any portion of the Remix Solution becomes, or in Remix's opinion is likely to become, the subject of a claim of infringement, Remix may, at Remix's option: (a) procure for Customer the right to continue using the Remix Solution; (b) replace the Remix Solution with non-infringing software or services which do not materially impair the functionality of the Remix Solution; (c) modify the Remix Solution so that it becomes non-infringing; or (d) terminate this Agreement and refund any unused prepaid Fees for the remainder of the term then in effect, and upon such termination, Customer will immediately cease all use of the Remix Solution and Documentation. Notwithstanding the foregoing, Remix will have no obligation under this Section 10.1 or otherwise with respect to any infringement claim based upon (i) any use of the Remix Solution not in accordance with this Agreement or as specified in the Documentation; (ii) any use of the Remix Solution in combination with other products, equipment, software or data not supplied by Remix; (iii) any modification of the Remix Solution by any person other than Remix or its authorized agents; or (iv) Customer's settlement or admission with respect to any claim without Remix's prior written consent (each an "Exclusion"). This Section 10.1 states the sole and exclusive remedy of Customer and the entire liability of Remix, or any of its officers, directors, employees, shareholders, contractors, suppliers or representatives, for infringement claims and actions.

**10.2 By Customer.** Customer will defend at its expense any claim brought against Remix insofar as such claim is based on a claim by any third party arising from or relating to the Customer Data, the breach or alleged breach by Customer of Section 5.2 (Customer Warranties), or any Exclusion, and Customer will indemnify and hold harmless Customer from and against any damages, expenses and costs finally awarded against Customer or agreed in settlement by Customer (including reasonable attorneys' fees and costs) resulting from such claim.

**10.3 Procedure.** The indemnifying party's obligations as set forth above are expressly conditioned upon each of the foregoing: (a) the indemnified party will promptly notify the indemnifying party in writing of any threatened or actual claim or suit; (b)

the indemnifying party will have sole control of the defense or settlement of any claim or suit; and (c) the indemnified party will cooperate with the indemnifying party to facilitate the settlement or defense of any claim or suit.

## **11. TERM AND TERMINATION**

**11.1 Term.** This Agreement will begin on the Effective Date and continue in full force and effect as long as any Order Form remains in effect, unless earlier terminated in accordance with the Agreement (the "Term"). Unless otherwise stated in the applicable Order Form, the term of an Order Form will begin on the effective date of the Order Form and continue in full force and effect for the time period specified therein, unless earlier terminated in accordance with the Agreement.

**11.2 Termination for Breach.** Either party may terminate this Agreement immediately upon notice to the other party if the other party materially breaches this Agreement, and such breach remains uncured more than thirty (30) days after receipt of written notice of such breach.

**11.3 Effect of Termination.** Upon termination or expiration of this Agreement for any reason: (a) all licenses granted hereunder will immediately terminate; (b) promptly after the effective date of termination or expiration, each party will comply with the obligations to delete or return all Confidential Information of the other party, as set forth in the Section 9; provided that, for clarity, Remix is not obligated to delete or return Resultant Data; and (c) any amounts owed to Remix under this Agreement will become immediately due and payable. Sections 1, 3.3-3.8, 4, 5.3, 5.4, 7.2, 8, 9, 10, 11.3, 11.4, 12 and 13 will survive expiration or termination of this Agreement for any reason.

**11.4 Data Extraction.** For sixty (60) days after the end of the Term, as applicable, Remix will make Customer Content and Licensed Materials available to Customer through the Remix Solution on a limited basis solely for purposes of Customer retrieving such Customer Content and Licensed Materials, except to the extent Remix has instructed Customer to delete it. After such period, Remix may destroy all copies of Customer Content and Licensed Materials in its possession.

## **12. RESERVED.**

## **13. MISCELLANEOUS**

**13.1 Governing Law and Venue.** This Agreement and any action related thereto will be governed and interpreted by and under the laws of the State of California, without giving effect to any conflicts of laws principles that require the application of the law of a different jurisdiction. Customer hereby expressly consents to the personal jurisdiction and venue in the state and federal courts of San Francisco County, California for any lawsuit filed there against Customer by Remix arising from or related to this Agreement. The United Nations Convention on Contracts for the International Sale of Goods does not apply to this Agreement.

**13.2 Export.** Customer agrees not to export, report, or transfer, directly or indirectly, any U.S. technical data acquired from Remix, or any products utilizing such data, in violation of the United States export laws or regulations.

**13.3 Government End-Users.** Elements of the Services are commercial computer software. If the user or licensee of the Services is an agency, department, or other entity of the United States Government, the use, duplication, reproduction, release, modification, disclosure, or transfer of the Services, or any related documentation of any kind, including technical data and manuals, is restricted by a license agreement or by the terms of this Agreement in accordance with Federal Acquisition Regulation 12.212 for civilian purposes and Defense Federal Acquisition Regulation Supplement 227.7202 for military purposes. All Services were developed fully at private expense. All other use is prohibited.

**13.4 Severability.** If any provision of this Agreement is, for any reason, held to be invalid or unenforceable, the other provisions of this Agreement will remain enforceable and the invalid or unenforceable provision will be deemed modified so that it is valid and enforceable to the maximum extent permitted by law.

**13.5 Waiver.** Any waiver or failure to enforce any provision of this Agreement on one occasion will not be deemed a waiver of any other provision or of such provision on any other occasion.

**13.6 No Assignment.** Except as provided in Section 13.10, neither party will assign, subcontract, delegate, or otherwise transfer this Agreement, or its rights and obligations herein, without obtaining the prior written consent of the other party, and any attempted such assignment, subcontract, delegation, or transfer in violation of the foregoing will be null and void; provided, however, that either party may assign this Agreement in connection with a merger, acquisition, reorganization or sale of all or substantially all

of its assets, or other operation of law, without any consent of the other party. The terms of this Agreement will be binding upon the parties and their respective successors and permitted assigns.

**13.7 Compliance with Law.** Customer will always comply with all international and domestic laws, ordinances, regulations, and statutes that are applicable to its purchase and use of the Services, Licensed Material and Documentation.

**13.8 Force Majeure.** Any delay in the performance of any duties or obligations of either party (except the payment of Fees owed) or failure to perform such duties or obligations will not be considered a breach of this Agreement if such delay or failure is caused by a labor dispute, shortage of materials, fire, earthquake, flood, denial of service or other cyber-attack, diminishment of telecommunications or data networks or services, refusal of a license by a government agency or any other event beyond the control of such party, provided that such party uses reasonable efforts, under the circumstances, to notify the other party of the cause of such delay and to resume performance as soon as possible.

**13.9 Independent Contractors.** Customer's relationship to Remix is that of an independent contractor, and neither party is an agent or partner of the other. Customer will not have and will not represent to any third party that it has, any authority to act on behalf of Remix.

**13.10 Subcontractors.** Remix may use the services of subcontractors and permit them to exercise the rights granted to Remix in order to provide the Services under this Agreement, provided that Remix remains responsible for (a) compliance of any such subcontractor with the terms of this Agreement and (b) for the overall performance of the Services as required under this Agreement.

**13.11 Notices.** All notices required or permitted under this agreement must be delivered in writing, if to Remix, by emailing [team@remix.com](mailto:team@remix.com) and if to Customer by emailing the Customer Point of Contact email address listed on the Cover Page, provided, however, that with respect to any notices relating to breaches of this agreement or termination, a copy of such notice will also be sent in writing to the other party at the address listed on the Cover Page by courier, by certified or registered mail (postage prepaid and return receipt requested), or by a nationally-recognized express mail service. Each party may change its email address and/or address for receipt of notice by giving notice of such change to the other party.

**13.12 Counterparts.** This Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which will be taken together and deemed to be one instrument.

**13.13 Entire Agreement.** This Agreement is the final, complete and exclusive agreement of the parties with respect to the subject matters hereof and supersedes and merges all prior discussions between the parties with respect to such subject matters. No modification of or amendment to this Agreement, or any waiver of any rights under this Agreement, will be effective unless in writing and signed by an authorized signatory of Customer and the Remix.

**13.14 Permissive Cooperative Agreement.** To the extent permitted by applicable law and as additional consideration for this Contract, Contractor agrees to extend an option to purchase any Services covered under this Contract under the same terms and conditions set forth herein, as well as any additional terms and conditions specific to their local requirements upon mutual agreement between the parties, to (i) other contracting agencies of Customer and (ii) any other agency that has entered into, or in the future enters into, a cooperative purchasing agreement or similar arrangement with Customer (collectively, such other agencies are referred to herein as "Contracting Members"). Each Contracting Member shall negotiate its own pricing terms and execute its own contract with Contractor.



## EXHIBIT A

### Service Levels

The Services shall be available 99.9%, measured monthly, excluding holidays and weekends and scheduled maintenance. If Customer requests maintenance during these hours, any uptime or downtime calculation will exclude periods affected by such maintenance. Further, any downtime resulting from outages of third party connections or utilities or other reasons beyond Company's control will also be excluded from any such calculation. Customer's sole and exclusive remedy, and Company's entire liability, in connection with Service availability shall be that for each period of downtime lasting longer than one hour, Company will credit Customer 5% of Service fees for each period of 30 or more consecutive minutes of downtime; provided that no more than one such credit will accrue per day. Downtime shall begin to accrue as soon as Customer (with notice to Company) recognizes that downtime is taking place, and continues until the availability of the Services is restored. In order to receive downtime credit, Customer must notify Company in writing within 24 hours from the time of downtime, and failure to provide such notice will forfeit the right to receive downtime credit. Such credits may not be redeemed for cash and shall not be cumulative beyond a total of credits for one (1) week of Service Fees in any one (1) calendar month in any event. Company will only apply a credit to the month in which the incident occurred. Company's blocking of data communications or other Service in accordance with its policies shall not be deemed to be a failure of Company to provide adequate service levels under this Agreement.

**EXHIBIT B****Professional Services**

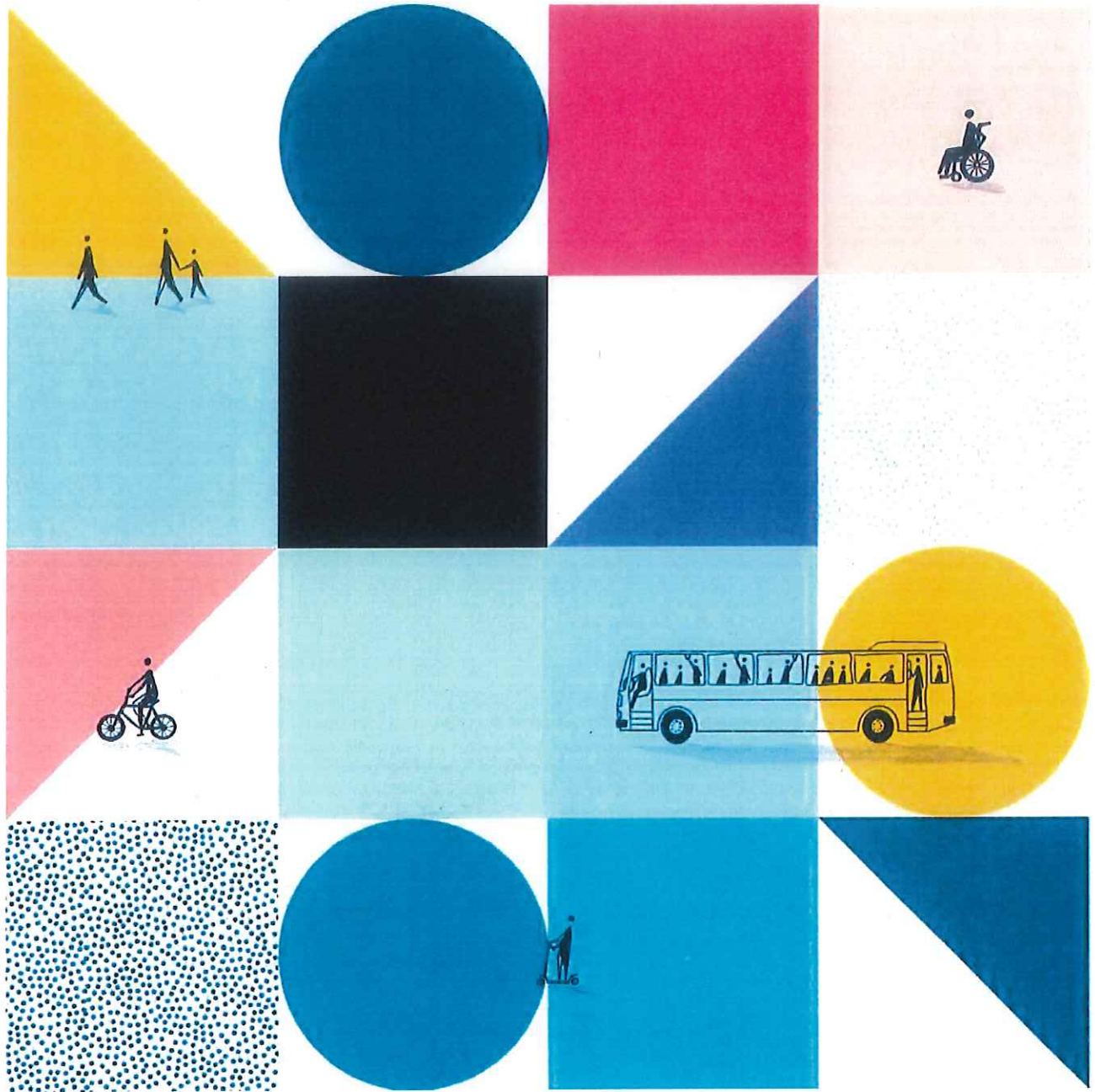
In addition to product support, Remix can provide the following services at an additional fee to be mutually agreed upon, in writing, at the time they are requested. Remix Services may include but are not limited to the following examples:

Task	Example
Data Entry	<ul style="list-style-type: none"><li>• Timetable updates</li></ul>
GTFS	<ul style="list-style-type: none"><li>• Building new GTFS</li></ul>
Reporting & analysis	<ul style="list-style-type: none"><li>• Custom reports on or analysis of agency data or region in Remix</li><li>• Remix executed run cuts</li><li>• Assistance planning for fixed route, on-demand and flexible services</li></ul>
Facilitation & Training	<ul style="list-style-type: none"><li>• Remix-led stakeholder facilitation</li><li>• Additional on-site training</li></ul>
Data Visualization	<ul style="list-style-type: none"><li>• GIS analysis</li></ul>

Rates for these services are provided below:

Role	2021 Rates
Project Manager	\$200 per hour
Associate	\$150 per hour







# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 11.A  
Section: DEPARTMENTAL  
ITEMS - ADMINISTRATIVE  
SERVICES  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Second Reading and Adoption of ORDINANCE NO. 1842, Authorizing an amendment to the contract between the Board of Administration of the California Public Employees' Retirement System ("CALPERS") and the City of Gardena

#### **COUNCIL ACTION REQUIRED:**

**Staff Recommendation: Adopt Ordinance No. 1842**

#### **RECOMMENDATION AND STAFF SUMMARY:**

Staff respectfully recommends that the City Council adopt Ordinance No. 1842, authorizing an amendment to the contract between the Board of Administration of the California Public Employees' Retirement System ("CALPERS") and the City of Gardena to allow cost sharing of the employer contribution pursuant to the Government Code Section 20516 for members of the Gardena Municipal Employees Association ("GMEA"), Gardena Management Employees Organization ("GMEO"), and the Unrepresented/Confidential Personnel ("Unrepresented").

On May 10, 2022, the City Council introduced and conducted the first reading of Ordinance No. 1842 at a Noticed Public Hearing to amend the City's contract with CalPERS. Per Government Code Section 20471, the City Council must conduct the second and final reading no less than twenty (20) days following the first reading and the adoption of the Resolution of Intention. Ordinance No. 1842 is now before the City council for a second reading and adoption.

The amendment to the contract between CalPERS and the City of Gardena allows members of the GMEA, GMEO, and Unrepresented to pay an additional one percent (1%) of their compensation towards the employer contribution rate on a pre-tax basis. All groups agreed to the cost sharing arrangement as adopted by City Council through the GMEA & GMEO MOU's and Resolution No. 6565.

#### **FINANCIAL IMPACT/COST:**

None

#### **ATTACHMENTS:**

[Ordinance No. 1842.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio", is centered within a light gray rectangular box.

---

Clint Osorio, City Manager

**ORDINANCE NO.1842**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM ("CALPERS") AND THE CITY OF GARDENA**

THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES ORDAIN, AS FOLLOWS:

**SECTION 1.** That an amendment to the contract between the Gardena City Council of the City of Gardena and the Board of Administration, California Public Employees' Retirement System is hereby authorized, a copy of said amendment being attached hereto, marked Exhibit, and by such reference made a part hereof as though herein set out in full.

**SECTION 2.** The Mayor of the Gardena City Council is hereby authorized, empowered, and directed to execute said amendment for and on behalf of said Agency.

**SECTION 3:** This Ordinance shall take effect 30 days after the date of its adoption, and prior to the expiration of 15 days from the passage thereof shall be published at least once in the Gardena Valley News, a newspaper of general circulation, published and circulated in the City of Gardena and thenceforth and thereafter the same shall be in full force and effect.

Adopted and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF GARDENA CITY COUNCIL

By: \_\_\_\_\_  
Presiding Officer: Tasha Cerda  
Title: Mayor

ATTEST:

\_\_\_\_\_  
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CARMEN VASQUEZ, City Attorney



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 15.A  
Section: DEPARTMENTAL  
ITEMS - PUBLIC WORKS  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Approve Four-Year Contract for Citywide Landscape Maintenance Service Contract to Mariposa Landscapes Inc. in the amount of \$425,471.80.

#### **COUNCIL ACTION REQUIRED:**

**Staff Recommendation: Approve Maintenance Services Contract**

#### **RECOMMENDATION AND STAFF SUMMARY:**

On March 31, 2022, the Public Works Department issued the Request for Proposal for the Citywide Landscape Maintenance Services for the 27 street medians. Services include weekly mowing, maintenance of turf, hand weeding and trimming of planted vegetation and shrubs, irrigation timing and repair, refuse collection and disposal and hand watering as required along city owned locations.

The request was published in CR Planwell and the City website. It was also sent directly to five firms known to provide similar services in other local cities. On April 21, 2022, the two proposals below were received for the four-year contract.

	<b>Contractor</b>	<b>Four-Year Control Total</b>
1.	Mariposa Landscapes Inc.	\$425,471.80
2.	Bennett Landscape	\$1,299,792.00

Mariposa Landscapes Inc.'s proposal has the Best Value proposal taking into consideration qualifications, experience, and cost. They are a state-licensed company with verified successful maintenance experience in the field and will be required to meet all bonding and labor compliances. The company has over 45 years of experience and services 49 other municipalities. They are also the current Landscaping Contractor for the City and has met the City's high expectations.

Staff recommends that the City Council approve the four-year Citywide Landscape Maintenance Service Contract to Mariposa Landscapes Inc. in the amount of \$425,471.80.

**FINANCIAL IMPACT/COST:**

Contract Term: Four-year contract for \$425,471.80; annual inflation factor of up to 5% based on the Consumer Price Index

Funding Source: Gas Tax (Appropriated in the FY 2022-2023 & FY 2023-2024 O&M budget)

**ATTACHMENTS:**

[Citywide Landscape Maintenance RFP- Specifications.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio", is positioned above a horizontal line.

---

Clint Osorio, City Manager



**CONTRACT DOCUMENTS (CD)**

**CITYWIDE LANDSCAPE MAINTENANCE SERVICES**

**To be Submitted  
within twenty-one (21) calendar days**

**AFTER  
Award of Contract**

# CONTRACT DOCUMENT

## AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by and between CITY OF GARDENA in the State of California, hereinafter referred to as "CITY" and \_\_\_\_\_, hereinafter referred to as "CONTRACTOR."

The City and the Contractor mutually agree as follows:

### ARTICLE I.

#### THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees to perform and complete in a good and workmanlike manner all work required by the Contract Documents, which is described as follows:

#### PROJECT: CITYWIDE LANDSCAPE MAINTENACE SERVICES

Said work shall be performed in accordance with the Plans, Specifications and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefor, except such labor, materials, equipment and services as are provided in the Contract Documents to be furnished by City.

This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

### ARTICLE II.

#### CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefor, the contract sum set forth in the Bidding Schedule. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

### ARTICLE III.

#### CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire agreement between the City and the Contractor, are enumerated as follows: Proposal Documents, including the Notice Inviting Bids, Instructions to Bidders, Bidding Schedule, Bidder's Declaration, Designation of Subcontractors, Bidder's Assurance, and Fair Employment Practices documents; this Agreement; Standard Specifications; Special Provisions; Technical Provisions; Drawings; Plans; and all addenda issued prior to and all modifications issued after the execution of this Agreement. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.

### ARTICLE IV.

EFFECTIVE DATE

This Agreement shall become effective and commence as of the date set forth below on which the last of the parties, whether City or Contractor, executes said Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their proper officers thereunto duly authorized.

CITY

CONTRACTOR

By: \_\_\_\_\_  
MAYOR (Sign)

By: \_\_\_\_\_  
Sign / Title

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

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

Attest:  
By: \_\_\_\_\_  
CITY CLERK (Sign)

Attest: (Contractor)

By: \_\_\_\_\_  
Sign / Title

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

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

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
CITY ATTORNEY (Sign)

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

## CONTRACT DOCUMENT

### **FAITHFUL PERFORMANCE BOND**

WHEREAS, the City of Gardena has awarded to \_\_\_\_\_, hereinafter designated as the "Principal", a Contract for:

**PROJECT: CITYWIDE LANDSCAPE MAINTENANCE SERVICES**

WHEREAS, said Principal is required under the terms of said Contract to furnish a bond for the faithful performance of said Contract;

NOW, THEREFORE, we, \_\_\_\_\_  
as Principal, and \_\_\_\_\_  
as Surety, are held and firmly bound unto the City in the sum of \_\_\_\_\_

Dollars (\$ \_\_\_\_\_), this amount being not less than one hundred percent (100%) of the total Contract price, lawful money of the United States of America, for payment of which sum well and truly to be made we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. In case suit is brought upon this bond, the Surety will pay all court costs and reasonable attorneys' fees to the City of Gardena in an amount to be fixed by the court.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his or its heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by, well and truly keep and perform all the undertakings, terms, covenants, conditions and agreements in the said Contract and any alteration thereof, made as therein provided, all within the time and in the manner therein designated and in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

FURTHER, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of any such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849. The City is the principal beneficiary of this bond and has all rights of a party hereto.

This bond shall remain in full force and effect for a warranty period of one full year after acceptance of the job by the City.

IN WITNESS WHEREOF, three (3) identical counterparts of this instrument, each of which shall for all purposes be deemed an original thereof, have been duly executed by the Principal and

Surety named herein, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the name and corporate seal of each corporate party being hereto affixed, and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

[PRINCIPAL]

By \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
Signature

[SURETY]

By \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

\_\_\_\_\_  
Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

## CONTRACT DOCUMENT

### PAYMENT BOND

WHEREAS, the City of Gardena has awarded to \_\_\_\_\_, as Contractor, a contract for the work described as follows:

PROJECT:     **CITYWIDE LANDSCAPE MAINTENANCE SERVICES**

AND WHEREAS, said Contractor is required to furnish a bond in connection with said contract, to secure the payment of claims of laborers, mechanics, materialmen and other persons, as provided by law;

NOW, THEREFORE, we, the undersigned Contractor and Surety, are held firmly bound unto the City in the sum of \_\_\_\_\_, Dollars (\$\_\_\_\_\_) this amount being not less than one hundred percent (100%) of the total Contract price, for which payment well and truly to be made we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractors shall fail to pay any of the persons named in Civil Code Section 3181, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract, or any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code, or any other amounts due to persons under any applicable project contract or law, with respect to such work and labor, then the Surety or Sureties herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. In case suit is brought upon this bond, the said Surety will pay all court costs and reasonable attorneys' fees to the plaintiff(s) and City in an amount to be fixed by the court.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 3181 as to give a right of action to such persons or their assigns in any suit brought upon this bond.

Further, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849.

This bond shall remain in full force and effect for six full months after the period in which verified claims may be filed as provided for in Section 3184 of the California Civil Code.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

[PRINCIPAL]

By \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
Signature

[SURETY]

By \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

\_\_\_\_\_  
Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

## CONTRACT DOCUMENT

### WORKER'S COMPENSATION INSURANCE CERTIFICATE

#### CITYWIDE LANDSCAPE MAINTENANCE SERVICES

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of the Contract.

DATED: \_\_\_\_\_

\_\_\_\_\_  
CONTRACTOR

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

ATTEST:

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title



## CONTRACT DOCUMENT

### **INDEMNIFICATION AND HOLD HARMLESS AGREEMENT AND WAIVER OF SUBROGATION AND CONTRIBUTION**

#### **CITYWIDE LANDSCAPE MAINTENANCE SERVICES**

To the fullest extent permitted by law, Indemnitor hereby agrees, at its sole cost and expense, to defend, protect, indemnify, and hold harmless the City of Gardena and its respective elected officials, officers, attorneys, agents, employees, volunteers, successors, and assigns (collectively "Indemnitees") from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith (collectively "Liabilities"), arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to any act, failure to act, error, or omission of Indemnitor or any of its officers, agents, servants, employees, subcontractors, materialmen, suppliers or their officers, agents, servants or employees, arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to the above-referenced contract, agreement, license, or permit (the "Agreement") or the performance or failure to perform any term, provision, covenant, or condition of the Agreement, including this indemnity provision. This indemnity provision is effective regardless of any prior, concurrent, or subsequent active or passive negligence by Indemnitees and shall operate to fully indemnify Indemnitees against any such negligence. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies which Indemnitees may have under the law. Payment is not required as a condition precedent to an Indemnitee's right to recover under this indemnity provision, and an entry of judgment against an Indemnitee shall be conclusive in favor of the Indemnitee's right to recover under this indemnity provision. Indemnitor shall pay Indemnitees for any attorney fees and costs incurred in enforcing this indemnification provision. Notwithstanding the foregoing, nothing in this instrument shall be construed to encompass (a) Indemnitees' sole negligence or willful misconduct to the limited extent that the underlying Agreement is subject to Civil Code 2782(a), or (b) the contracting public agency's active negligence to the limited extent that the underlying Agreement is subject to Civil Code 2782(b). This indemnity is effective without reference to the existence or applicability of any insurance coverages which may have been required under the Agreement or any additional insured endorsements which may extend to Indemnitees.

Indemnitor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the Indemnitor regardless of any prior, concurrent, or subsequent active or passive negligence by the Indemnitees. Accountants, attorneys, or other professionals employed by Indemnitor to defend Indemnitees shall be selected by Indemnitees.

In the event there is more than one person or entity named in the Agreement as an Indemnitor, then all obligations, liabilities, covenants and conditions under this instrument shall be joint and several.

"Indemnitor"

Company/Contractor \_\_\_\_\_

Name & Title \_\_\_\_\_

Signature & Date \_\_\_\_\_

# CONTRACT DOCUMENT

## CITYWIDE LANDSCAPE MAINTENANCE SERVICES

### INSURANCE

CERTIFICATION OF INSURANCE (COI) SHALL BE SUBMITTED BY THE CONTRACTOR

- 1. COMMENCEMENT OF WORK.** Contractor shall not be authorized to commence Work under this Contract until it has obtained approved insurance. Before beginning Work hereunder, during the entire period of this Contract, for any extensions hereto, and for periods after the end of this Contract as may be indicated below, Contractor must have and maintain in place not less than the insurance coverages required in this Section at his sole cost and expense. Contractor's insurance shall comply with all items specified by this Contract. Any subcontractors shall be subject to all of the requirements of this Section and Contractor shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Contractor's insurance may cover all subcontractors. The insurance requirements are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Contract.
- 2. INSURANCE COMPANY REQUIREMENTS.** All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted doing business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.
- 3. COVERAGES, LIMITS AND POLICY REQUIREMENTS.** Contractor shall maintain the types of coverages indicated below:
- 4. COMPREHENSIVE GENERAL LIABILITY INSURANCE.** A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either one million dollars (\$1,000,000) per occurrence or two million dollars (\$2,000,000) aggregate.
- 5. COMMERCIAL AUTO LIABILITY INSURANCE.** A policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting City. The minimum auto insurance coverage shall be one million dollars (\$1,000,000) combined single limit per accident.
- 6. WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE.** A policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars (\$1,000,000) per claim. The policy shall be issued by an insurance company which is admitted doing business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

In accordance with the provisions of section 1860 of the California Labor Code, Contractor's attention is directed to the requirement that in accordance with the provisions of section 3700 of the California Labor Code, Contractor and every subcontractor will be required to secure the payment of compensation of his or her employees, or obtain a certificate of consent to self-insurance by the Director of Industrial Relations in accordance with the requirements of Section 3700 of the California Labor Code.

In accordance with the provisions of section 1861 of the California Labor Code, Contractor shall sign and file with the awarding body the following certification prior to performing any work on the Project:

"I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract."

**7. POLICY REQUIREMENTS.** The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

- (i) City and its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy as respects liabilities arising out of the performance of any work done under the Contract.
- (ii) The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.
- (iii) For any claims with respect to the Project covered by this Contract, Contractor's insurance coverage shall be primary insurance as respects City and its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by City and its elected and appointed officers, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.
- (iv) The policy shall apply separately to each insured against whom claim is made or suit is brought except with respect to the limits of the company's liability.

**8. COURSE OF CONSTRUCTION INSURANCE.** Contractor shall provide course of construction insurance covering for "all risks" of loss in the amount of the completed value of the Work. The City shall be named as a loss payee and the insurer shall waive all rights of subrogation against the City. This policy shall be issued by an insurance company which is admitted doing business in the State of California and shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to the City. Course of Construction Insurance may be provided for each separate Phase.

**9. ADDITIONAL REQUIREMENTS.** The procuring of required insurance shall not be construed to limit Contractor's liability hereunder nor to fulfill the indemnification provisions and requirements of this Contract. City shall notify Contractor in writing of changes in the insurance requirements. If Contractor does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Contractor shall be deemed in default hereunder.

**10. DEDUCTIBLES.** Any deductible or self-insured retentions must be declared to and approved by City. Contractor shall guarantee that, at the option of the City, either: the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Contractor); or Contractor shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses in the amount of any deductibles or self-insured retentions.

**11. VERIFICATION OF COMPLIANCE.** Contractor shall furnish City with the required endorsements attached hereto. All documents are to be received and approved by City before Work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Contract, Contractor shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Contractor shall provide full copies of any requested policies to City within three (3) days of any such request by City.

**12. TERMINATION FOR LACK OF REQUIRED COVERAGE.** If Contractor, for any reason, fails to have in place, at all times during the term of this Contract, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Contractor's expense and/or terminate this Contract. Contractor shall indemnify, defend and hold harmless City and its elected and appointed officers, employees, agents and volunteers from any claim resulting from failure of either Contractor or any subcontractor to take out or maintain any insurance required by this Contract.

**13. EQUIPMENT COVERAGE.** Any policy or policies of insurance Contractor or his subcontractors elect to carry as insurance against loss or damage to construction equipment and tools or other personal property shall include a provision waiving the insurer's right of subrogation against City.

# GENERAL PROVISIONS

## CITYWIDE LANDSCAPE MAINTENANCE SERVICES

### PART 1 – GENERAL PROVISIONS

#### SECTION 1 – GENERAL

**1-1 GENERAL.** The Standard Specifications for Public Works Construction (“Greenbook”) written and promulgated by the Southern California Chapter of the American Public Works Association and the Southern California Districts of the Associated General Contractors of California shall be the Standard Specifications of the City. All work shall conform to the 2021 edition, including supplements of the Standard Specifications, the Special Provisions which supplement or modify the Standard Specifications, as issued by the City (defined herein as “Agency”).

The above referenced Standard Specifications, Special Provisions and Standard Drawings are hereby made a part of the Contract Documents.

For the convenience of the Contractor, the section and subsection numbering system used in these Special Provisions corresponds to that used in the Standard Specifications.

**1-2 TERMS AND DEFINITIONS.** Whenever in the Standard Specification the following terms are used, they shall be understood to mean and refer to the following:

- |     |                             |  |
|-----|-----------------------------|--|
| (a) | AGENCY                      | The City of Gardena, a California municipal corporation.   |
| (b) | BOARD                       | The City Council of the City of Gardena.   |
| (c) | CONTRACT DOCUMENTS          | Documents including, but not limited to the proposal forms, Standard “Greenbook” Specifications, Special Provisions, Technical Provisions, Notice Inviting Bids, Instructions to Bidders, Bonds, Insurance, Contract and all Addenda setting forth any modifications of the documents. |
| (d) | CITY                        | The City of Gardena Director of Public Works or his authorized representative.   |
| (e) | BIDDER                      | An individual, co-partnership, association or corporation submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.  |
| (f) | LEGAL ADDRESS OF CONTRACTOR | The legal address of the Contractor to be the address given on the Contractor’s bid and is hereby designated as the place to which all notices, letters or other communications to the Contractor shall be mailed or delivered.  |
| (g) | LABORATORY                  | An established laboratory approved and authorized by the City for testing materials and work involved in the contract.   |

#### **1-7 AWARD AND EXECUTION OF THE CONTRACT.**

**1-7.1 General.** The proposal shall be fully executed and submitted on the forms provided by the Agency and shall be enclosed in a sealed envelope marked and addressed or submitted via email as directed in the "Notice Inviting Bids".

If the proposal is made by an individual, it shall be signed and his or her full name and address shall be given; if it is made by a firm, it shall be signed with co-partnership name by a general partner thereof, who shall also sign his or her known name, and the name and address of each member of such co-partnership shall be given; if made by a corporation, the name of the corporation shall be signed by its duly authorized officers and attested by the corporate seal.

Bidders are warned against making erasures or alterations of any kind on their Proposal. Proposals which contain omissions, erasures, alterations, conditions or additions not called for may be rejected.

At the time the Contract is awarded by the Agency, the Contractor shall be licensed under the provisions of Chapter 9, Division 3 of the Business and Professions Code of the State of California to do the type of work contemplated in the Contract and shall be skilled and regularly engaged in the general class or type of work required by this Contract.

**1-7.2 Contract Bonds.** The "Performance Bond" is equivalent to City's "Faithful Performance Bond."

**1-7.3 Examination of Specifications and Project Site.** Bidders shall read the specifications, review the drawings and examine the existing facilities to fully understand the project in order to plan for the improvements as shown in the contract, including local condition, uncertainty of weather and all other contingencies.

Bidders shall satisfy themselves by personal examination of the proposed work sites, and by such other means as they may choose as to actual conditions and requirements and as to the accuracy of the quantities stated in the Proposal forms. Information derived from the maps, plans, specifications, profiles, drawings, or from the City/Architect of the record, shall not relieve the bidder of this responsibility, and the interpretation of the data disclosed by borings or other preliminary investigations is not guaranteed nor is any liability assumed by the Agency.

**1-7.4 Interpretation of Drawings and Documents.** If a prospective bidder is in doubt as to the true meaning or intent of any part of the Contract Documents including the Specifications, or discovers discrepancies in, or omissions from, the Specifications or Drawings, he may submit to the City a written request for an interpretation or a correction thereof. Interpretations or corrections of the Contract Documents including the Specifications and Drawings, shall be made only by addendum duly issued by the City, and a copy of such addendum will be sent by certified mail, postage prepaid, or delivered to each person receiving a set of the Contract Documents whose address is known to the City and such addendum shall be considered a part of and incorporated in the Contract Documents.

**1-7.5 Award of Contract.** The Agency reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received.

Bids subsequently shown to be mathematically unbalanced would be rejected as nonresponsive.

A mathematically unbalanced bid is one containing lump sum or unit bid items which do not reflect reasonable actual costs plus a reasonable proportionate share of the bidder's anticipated profit, overhead costs, and other indirect costs, which he/she anticipates for the performance of the items in question.

“A bid is materially unbalanced if there is a reasonable doubt that award to the bidder submitting the mathematically unbalanced bid will result in the lowest ultimate cost to the Government. Consequently, a materially unbalanced bid may not be accepted.”

In selecting the Best Value bidder, consideration will be given to the general competency of the bidder for the performance of the work covered by the proposal. To receive favorable consideration, a bidder may be required to present evidence that he has successfully performed similar work of comparable magnitude or submit other evidence satisfactory to the Agency that he or his associates are competent to manage the proposed undertaking and to carry it forward to a successful conclusion. Professional integrity and honesty of purpose shall be essential requirements. A showing of adequate financial resources may be required, but will not alone determine whether a bidder is competent to undertake the proposed work.

**1-7.6 Execution of Contract.** A bidder whose proposal is accepted shall properly sign a written contract with the Agency on the form attached hereto and return said contract together with good and approved bonds and insurance certificates as required by the Contract Documents **within twenty-one (21) calendar days** from the date of the mailing of a notice from the Agency to the bidder, according to the address given by him, of acceptance of his proposal.

If a bidder whose proposal is accepted fails or refuses to enter into a contract as herein provided, or to conform to any stipulated requirement in connection therewith, the money represented by his check or bidder's bond shall be refunded less the difference between the low bid and the bid of the bidder with whom the Agency enters into an agreement in accordance with the provisions of the Public Contracts Code Section 20174. At the discretion of the Agency, an award may be made to the bidder whose proposal is the next most acceptable to the Agency, and such bidder and his surety shall fulfill every stipulation embraced herein as if he were the party to whom the first award was made.

**1-7.8 Precedence of Contract Documents.** The order of precedence of contract document shall be:

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	City of Gardena.
SECOND	Permits from other agencies as may be required by law.
THIRD	Permits from City of Gardena Departments as may be required by law or ordinance.
FOURTH	The Contract.
FIFTH	The Bid Proposal.
SIXTH	Addenda.
SEVENTH	Notice Inviting Bids.
EIGHTH	Instructions to Bidders.
NINTH	Technical Provisions.
TENTH	Plans.
ELEVENTH	General Provisions of the Standard Specifications.
TWELFTH	Standard Plans.
THIRTEENTH	Standard Specifications for Public Works Construction (current edition).
FOURTEENTH	Caltrans Standard Plans and Specifications.
FIFTEENTH	Reference Specifications.

Change orders, supplemental agreements and approved revisions to Plans and Specifications will take precedence over documents listed above, except those listed as FIRST, SECOND and THIRD. Detailed plans shall have precedence over general plans.

## **SECTION 2 – SCOPE OF THE WORK**

**2-2 PERMITS.** The Contractor will obtain, at no cost to the Agency, all permits necessary to perform the work on streets, highways, railways or other rights-of-ways. The Contractor shall obtain and pay for all costs incurred for permits necessitated by its operations such as, but not limited to those permits required for night work, overload, blasting and demolition. For private contracts, the Contractor shall obtain all permits incidental to the work or made necessary by its operations, and pay all costs incurred by the permit requirements.

The Contractor and each subcontractor employed upon the work must have or obtain a valid City of Gardena Business License in accordance with the provisions of the Gardena Municipal Code.

### **2.10 DISPUTED WORK.**

**2.10.1 Retention of Imperfect Work.** If any portion of the work done or materials furnished under the contract proves defective or not in accordance with the specifications and contract drawings, and if the imperfection in the same is not of sufficient magnitude or importance to



make the work dangerous or undesirable, or if the removal of such work is impracticable or will create conditions which are dangerous or undesirable in the opinion of the City, the City shall have the right and authority to retain the work instead of requiring it to be removed and reconstructed, but he shall make deductions therefor in the payment of the contract item due Contractor as may be just and reasonable.

## **2-11. DISPUTE RESOLUTION.**

**2-11.1 Requests for Contract Adjustments and Relief.** If either Contractor or the Agency believes that it is entitled to relief against the other for any event arising out of or related to the work or Project, such party shall provide written notice to the other party of the basis for its claim for relief. Such notice shall, if possible, be made prior to incurring any cost or expense and in accordance with any specific notice requirements contained in the applicable sections of this Contract.

In the absence of any specific notice requirement, written notice shall be given within a reasonable time, not to exceed fourteen (14) days, after the occurrence giving rise to the claim for relief or after the claiming party reasonably should have recognized the event or condition giving rise to the request, whichever is later. Such notice shall include sufficient information to advise the other party of the circumstances giving rise to the claim for relief, the specific contractual adjustment or relief requested and the basis of such request.

**2-11.2 Dispute Avoidance and Resolution.** The parties are fully committed to working with each other throughout the Project and agree to communicate regularly with each other at all times so as to avoid or minimize disputes or disagreements. If disputes or disagreements do arise, Contractor and the Agency each commit to resolving such disputes or disagreements in an amicable, professional and expeditious manner so as to avoid unnecessary losses, delays and disruptions to the work under the Contract.

Contractor and the Agency will first attempt to resolve disputes or disagreements at the field level through discussions between Contractor's Representative and the City.

If a dispute or disagreement cannot be resolved through the Contractor's Representative and the City, Contractor's Chief Executive Officer or similar senior representative and the Gardena City Manager, or designee, upon the request of the other party, shall meet as soon as conveniently possible, but in no case later than twenty (20) days after such a request is made, to attempt to resolve such dispute or disagreement. Prior to any meeting between the parties' senior representatives, the parties will exchange relevant information that will assist the parties in resolving their dispute or disagreement.

If, after meeting, the senior representatives determine that the dispute or disagreement cannot be resolved on terms satisfactory to both parties, the parties may submit the dispute to binding or non-binding mediation. The mediation shall be conducted in any manner and by any person or mediation association mutually acceptable to the parties.

**2-11.3 Arbitration.** Any claims, disputes or controversies between the parties arising out of or relating to the Contract, or the breach thereof, which have not been resolved in accordance with the procedures set forth in Section 9-4.2 above may be decided by binding or non-binding arbitration. The arbitration shall be conducted in any manner and by any person or arbitration association mutually acceptable to the parties.

**2-11.4 Claims Disputes.** Any claims of Contractor, as "claims" are defined in California Public Contract Code Section 9204 shall be processed in accordance with that section. Section 9204 provides in relevant part that upon receiving a claim from a contractor, together with reasonable documentation to support the claim, a contracting public entity shall conduct a reasonable

review of the claim and, within a period not to exceed 45 days [except as otherwise provided in Section 9204], shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. If the public entity fails to issue a written statement, Section 9-4.3 shall apply. If the contractor disputes the public entity's written response, or if the public entity fails to respond to a claim within the time prescribed, the contractor may demand in writing an informal conference to meet and confer for settlement of the issues in dispute.

Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the public entity shall schedule a meet and confer conference within 30 days for settlement of the dispute. Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the public entity shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the public entity and the contractor sharing the associated costs equally. The public entity and contractor shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to other applicable procedures.

## **2-13 DRAWINGS AND SPECIFICATIONS (SERVICES REPORT).**

Prior to each progress payment, the Contractor shall deliver to the City, a "Services Report" with all services provided by location for the billing period being submitted. Failure to provide a "Services Report" will cause progress payment to be withheld until information is provided to City.

After completion of the work and before final payment for the year, the Contractor shall deliver to the City a complete set of "Service Reports" for the year. The final form and detail of "Service Reports" are subject to the acceptance of the City.

**2-14 MARKING REMOVAL.** All markings placed by the Contractor, City, and Underground Service Alert (USA) during construction shall be removed at the completion of the work. These markings shall include, but not limited to, paint, stakes, and metal tags.

All cost associated with removal of markings shall be included in the bid prices for the applicable bid items. Failure of the Contractor to remove these markings shall be cause for the City to do the work and withhold the costs from the Contractor's final payment.

## **SECTION 3 – CONTROL OF THE WORK**

**3-5 INSPECTION.** Inspection shall be made on a daily basis for areas ready for inspection. Areas or items that fail inspection or that are not ready for inspection shall be rescheduled by the contractor.

**Inspection of the work shall not relieve the contractor of the obligation to fulfill all conditions and requirements of the contract.**

**3-6 THE CONTRACTOR'S REPRESENTATIVE.** The Contractor shall furnish the City with the name, address and cell/business/home telephone numbers of the person responsible for the maintenance of barricades, traffic control signs, lights and other safety devices.

### **3-12 WORK SITE MAINTENANCE.**

**3-12.1 General.** The Contractor shall keep the work site clean and free from rubbish and debris. The Contractor shall abate dust nuisance by cleaning, sweeping and sprinkling with water in keeping with the AQMD and NPDES requirements. Debris, soil or other matter shall not be washed into storm drains, but shall be collected and disposed of in a legal, responsible manner. The construction area shall be cleaned with a power sweeper at the end of every workday and when deemed necessary by the City.

The Contractor shall maintain drainage within and through the work areas. Earth dams will not be permitted in paved areas. Use temporary sandbags to control the site perimeter. At the completion of the project sandbags shall become the property of the City of Gardena and shall be remain in place.

The Contractor shall not spill on haul routes. Any such spillage shall be removed immediately, and the area cleaned.

Stockpiling of construction materials or debris on City right-of-way shall be in accordance with the NPDES permit and shall be approved by the inspector. At the completion of work, the Contractor shall thoroughly clean all work areas.

**3-12.2 Air Pollution and Surface Maintenance Control.** The Contractor shall obtain a construction water meter from Golden State Water including required deposit and fees. The Contractor shall pay for the water used, at the current water rates. All arrangements for construction water shall be made by contractor with Golden State Water at the Contractor's expense.

### **3-12.4. Storage of Equipment and Material.**

**3-12.4.1 General.** All costs associated with the disposal of all excavated or demolition materials, including any gate fees, shall be paid by the Contractor. These costs shall be included in the bid price for the applicable bid items.

Prior to any excavated or demolition material being removed from the construction site, the Contractor shall notify the City as to the hauling route and destination for disposal. If the location for disposal is other than a county landfill then the Contractor shall provide the City with written permission and release of liability for the City from the owner of the property where the material will be deposited.

The City has an exclusive agreement with Waste Resources, Inc. and no other firm may provide bulk trash bins in the event the work requires this service.

**3-12.4.2 Storage in Public Streets.** Construction equipment shall not be stored at the construction site, any public street or publicly owned facilities without approval of the City. Contractor shall store equipment at a contractor's rental yard.

All excavated material that is to be hauled to and disposed of at a County landfill site by the

Contractor is subject to a County gate fee based on tonnage.

**3-12.5.4 Protection and Restoration of Existing Improvements.** Any facilities, structures, water lines, landscaping, surfaces, signs, pavement markings, painted curbs, house numbers, etc., which are damaged during construction shall be restored to the satisfaction of the City. Damaged water lines shall be repaired immediately at no additional cost to the city.

**3-12.5.5 Access to Private Property.** The Contractor shall be aware that business and residential access must be maintained at all times. The Contractor shall schedule operations to minimize interference with access to private property.

The main access way to any business or home shall not be completely blocked for more than one four-hour period a day; blockage shall be limited to one twenty-four (24) hour period when concrete is poured.

Temporary access ways shall be provided from the street to the main access way of all businesses and homes by use of traffic rated steel plates or any other method approved by the city.

Payment for this item shall be included in the applicable contract work item.

### **3-13 COMPLETION, ACCEPTANCE, AND WARRANTY.**

**3-13.3 Warranty.** In addition to the guarantees as required in Section 1-7.2 and 3-13.3 of the Standard Specifications, the Faithful Performance Bond shall remain in full force and effect for a period of one year after acceptance of the work by the Agency to insure that defects, which may appear within said period, will be repaired, replaced, or corrected by the Contractor, at his own cost and expense, to the satisfaction of the City within thirty (30) days after written notice thereof by the Agency.

## **SECTION 4 – CONTROL OF MATERIAL**

### **4-1 GENERAL.**

**4-1.1 Warranty of Title.** No materials, supplies or equipment for the work under this Contract shall be purchased subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest therein or any part thereof is retained by the seller or supplier.

The Contractor warrants clear and good title to all materials, supplies and equipment installed and incorporated in the work, and agrees upon completion of all work to deliver the premises, together with all improvements and appurtenances constructed or placed thereon by him to the Agency free from any claims, liens, encumbrances or charges, and further agrees that neither he nor any person, firm or corporation furnishing any material or labor for work covered by the Contract shall have any right to a lien upon the premises or any improvement or appurtenance thereon; provided, that this shall not preclude the Contractor from installing metering devices or other equipment of utility companies the title of which is commonly retained by the utility company. Nothing contained in this section shall defeat or impair the right of such persons furnishing materials or labor under any bond given by the Contractor for their protection, or any right under any law permitting such persons to look to funds due the Contractor, which are in the hands of the Agency.

The provisions of this section shall be inserted in all subcontractor's and material contracts, and notice of its provisions shall be given to all persons furnishing materials for the work when no formal contract is entered into regarding such materials.

## **SECTION 5 – LEGAL RELATIONS AND RESPONSIBILITIES**

**5-4 INSURANCE.** In lieu of Section 5-4 of the Standard Specifications, refer to the City Contract Documents Section, CD-10, for detail requirements.

**5-5 ANTITRUST CLAIMS.** By entry into this Contract, Contractor hereby acknowledges the terms of Section 7103.5 of the Public Contract Code and hereby offers and agrees to assign to the Agency all rights, title and interest in all causes of action it may have as outlined above.

### **5-7 SAFETY.**

**5-7.4 Hazardous Substances.** As required by Public Contract Code Section 7104, if this Contract involves digging trenches or other excavations that extend deeper than four (4) feet below the surface, Contractor shall promptly, and prior to disturbance of any conditions, notify the Agency of: (1) any material discovered in excavation that Contractor believes to be a hazardous waste that is required to be removed to a Class I, Class II or Class III disposal site; (2) subsurface or latent physical conditions at the site differing from those indicated by the Agency; and (3) unknown physical conditions of an unusual nature at the site, significantly different from those ordinarily encountered in such contract work. Upon notification, the Agency shall promptly investigate the conditions to determine whether a change order is appropriate. In the event of a dispute, Contractor shall not be excused from any scheduled completion date and shall proceed with all work to be performed under the Contract, but shall retain all rights provided by the Contract and by law for making protests and resolving the dispute.

**5-7.4.1 Edison Energized Conductors.** Contractor hereby promises and agrees that in the performance of the work specified in this Contract, it will employ and utilize only qualified persons, as hereinafter defined, to work in proximity to Edison's secondary, primary and transmission facilities. The term "qualified person" is defined in Title 8, California Administrative Code, Section 2700, as follows:

"Qualified Person: A person who by reason of experience or instruction is familiar with the operation to be performed and the hazards involved."

Contractor further promises and agrees that the provisions of this section shall be and are binding upon any subcontractor or subcontractors that may be retained by it, and that Contractor shall take such steps as are necessary to assure compliance by said subcontractor or subcontractors with the requirements of this section.

**5-7.4.2 Emergency Provisions.** Unusual conditions may arise on the work which will require that immediate and unusual provision be made to protect the public from danger or loss or damage to life and property, due directly or indirectly to the prosecution of the work, and it is part of the service required of the Contractor to make such provisions and to furnish such protection.

Whenever, in the opinion of the Agency, an emergency exists of which the Agency is aware and against which the Contractor has not taken sufficient precaution for the safety of the public or the protection of utilities or of adjacent structures or property which may be injured by the progress of construction; and whenever, in the opinion of the Agency, immediate action shall be considered necessary in order to protect public or private personnel or property interests, or prevent likely loss of human life or damage on account of the operations under the Contract, then in that event, the Agency may provide suitable protection to said interests by causing such work to be done and material to be furnished, as in the opinion of the Agency may seem reasonable and necessary, all at the expense of the Contractor.

## SECTION 6 – PROSECUTION AND PROGRESS OF THE WORK

### 6-1 CONSTRUCTION SCHEDULE AND COMMENCEMENT OF THE WORK

**6-1.1 Maintenance Schedule.** The Contractor's proposed construction schedule shall be submitted to the City within fourteen (14) calendar days after the date of the contract execution. The time of completion as specified in Section 6-3, shall commence on the date of the "Notice to Proceed"

The City will review the schedule and may require the Contractor to modify the schedule to conform to the requirements of the Contract Documents. If work falls behind the approved schedule, the Contractor shall be prohibited from starting additional work until the Contractor has exerted extra effort to meet the original schedule and has demonstrated that the ability to maintain the approved schedule in the future. Such stoppages of work shall in no way relieve the Contractor from the overall time of completion requirement, nor shall it be construed as the basis for payment of extra work because additional personnel and equipment were required on the job.

The Contractor shall include in his bid all costs to perform the work under this contract on a weekly basis. The Contractor shall begin and complete work each week prior to starting work in subsequent stages unless previous permission is obtained from the City. The contractor shall stage the work to allow parking on the next adjacent streets. Restricting parking on multiple adjoining streets shall require approval of the City.

**6-1.2 Commencement of the Work.** City may establish a Notice to Proceed (NTP) date no later than thirty (30) calendar days after the date of the contract execution. Prior to issuing the Notice to Proceed, the City will schedule a preconstruction meeting with the Contractor to review the proposed construction schedule and delivery dates, arrange utility coordination, discuss construction methods and clarify inspection procedures.

No work shall begin until a "Notice to Proceed" has been issued, a preconstruction meeting has been conducted, and a schedule of the work has been approved by the City. The Contractor shall submit a construction schedule to the City for approval a minimum of five (5) working days prior to commencing any work. Schedule may be bar chart or Critical Path Method, CPM, style.

The names, addresses and telephone numbers of the Contractor and subcontractors, or their representatives, shall be filed with the Public Works Manager and the County Sheriff's Department or the City Police Department prior to beginning work.

The Contractor shall also notify the City of Gardena and the owners of all utilities and substructures within the Project area not less than 48 hours prior to starting construction. The following utility companies list of names and telephone numbers is intended for the convenience of the contractor and is not guaranteed to be complete or correct:

<b>COMPANY</b>	<b>CONTACT</b>	<b>TELEPHONE NO.</b>
Southern California Edison	Tricia Miller	626.533.0640
Southern California Gas	Melissa Fukunaga: Tech Services Planning: Attn - Lead Planner	213.231.7281
AT&T	Terence Little	626.817.4252
	Raymond Dover	310.515.4257
Gardena Police	Dispatch	310.3237911

L.A. County Fire Dept.		310.323.7911
Time Warner Communications	Arturo Fernandez	310.750.9099
Crown Castle	Hector Aguilera	951.454.5111
Waste Resources of Gardena	Lorena Rodriguez	310.366.7600
Golden State Water Co.	Conde Ventura	310.436.6950 x107
	Joseph Salcido	310.660.0320 x101
L.A. County Flood Control	Daryll Chenoweth	626.458.3129
L.A. Sanitation District	Jon Ganz	562.908.4288
Metropolitan Water District	Civil Eng. Substructures Section	213.217.7059
Chevron Pipeline	Dave Zerler	310.669.4014
Underground Service Alert		800.422.4133

**6-1.3 Working Day.** The Contractor's working hours shall be limited to the hours between 8:00 A.M. and 4:00 P.M., Monday through Friday except holidays. Deviation from normal working hours will not be allowed unless written permission has been duly obtained beforehand from the office of the Public Works. The Contractor shall provide adequate light for proper prosecution of the work, for the safety of the workmen and the public, and for proper inspection.

**If the Contractor works beyond the allowed working hours without prior written approval from the City, the Contractor may be charged Five Hundred (\$500) for each occurrence as required by the City. The amount will be deducted from a progress payment or bond.**

Contractor hereby acknowledges and shall be required to comply with the provisions of California Labor Code Section 1810 et seq. According to those sections, eight (8) hours of labor shall constitute a legal day's work. Contractor shall pay to the Agency a penalty of Twenty-Five Dollars (\$25.00) for each worker employed in the execution of this Contract by Contractor, or by any Subcontractor, for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any calendar day or forty (40) hours in any one (1) calendar week, except when payment for overtime is made at not less than one and one-half (1-1/2) times the basic rate for that worker.

In the event of either a requested or emergency deviation, inspection service fees will be charged against the Contractor. The service fees will be calculated at overtime rates including benefits, overhead and travel time. The service fees will be deducted from any amounts due to the Contractor.

**6-1.4 Notice and Service Thereof.** Any notice required or given by one party to the other under the contract shall be in writing and shall be dated and signed by the party giving such notice or by a duly authorized representative of such party. Any such notice shall not be effective for any purpose whatever unless served in the following manner:

Notice shall be given to the Agency by personal delivery thereof to the City of Gardena City or by depositing the same in the United States mail enclosed in a sealed envelope, registered and with postage prepaid, addressed to:

Public Works Department  
City of Gardena  
1717 W. 162<sup>nd</sup> Street  
Gardena, CA 90247-3778

Notice shall be given to the Contractor by personal delivery thereof to said Contractor or to his authorized representative at the site of the project, or by depositing the same in the United States mail, enclosed in a sealed envelope addressed to said Contractor at the address established for the conduct of the work under this Contract, postage prepaid and registered.

Notice shall be given to the Surety, or any other person, by personal delivery to said Surety or other person, or by depositing the same in the United States Mail, enclosed in a sealed envelope addressed to such Surety or persons at the address of said Surety or persons last communicated to the party giving the notice, postage prepaid and registered.

Notification of Property Owners and Tenants - The Contractor shall notify each property owner and/or tenant in the project area in writing five (5) working days prior to the start of construction. If pedestrian or vehicular access to private property is to be blocked, the Contractor shall again notify each property owner and/or tenant in writing five (5) working days prior to construction activities. The Contractor shall provide additional notices when a lapse time occurs during each phase/segment work.

**The written notice shall be submitted to the City for approval prior to being delivered.**

## **6-2 PROSECUTION OF THE WORK.**

**6-2.1 Contractor's Responsibility for Work.** Until the formal acceptance of the work by the Agency, the Contractor shall have the charge and care thereof and shall, subject to the insurance protection furnished in accordance with the Section 1-7.6 and 5-4 hereof, bear the risk of accident, loss or damage to any part thereof by action of the elements or from any other cause, whether arising from the execution or from the non-execution of the work. The Contractor shall rebuild, repair, restore and otherwise correct damages to any portion of the work occasioned by any of the above causes before its acceptance.

In case of suspension of work from any cause whatever, the Contractor shall be responsible for all materials and the proper temporary storage thereof.

## **6-3 TIME OF COMPLETION.**

**6-3.1 General.** The contract time shall begin per the City's written notification. The Contract is for a period of four years (48 months) of weekly maintenance services. An inflation factor rate of up to 5% based upon the United States Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) may be applied to the annual contract renewal if pre-approved by the Director or Public Works.

Work must be completed within working days specified for the project. In addition, the Contractor shall notify the City 24 hours in advance of the actual commencement of work.

No work shall be undertaken during the City's holiday closures. It is the Contractor's responsibility to determine the City's closure dates.

**6-9 LIQUIDATED DAMAGES.** An invoice will be submitted at the end of each month for completed work in that month. Incomplete work, work not performed, areas not completed within the applicable time frame or areas not in compliance with the standards and requirements set forth in these Special provisions will be deducted from the monthly invoice and may be subject to liquidated damages. The City will inspect on an as needed basis. Items not completed will be documented on a Deficiency/Action document that is required to be corrected on or before the next scheduled service day. Items that appear repetitively on the Deficiency/Action form may be



subject to liquidated damages. The Contractor will have ten (10) calendar days to complete all items on the Deficiency/Action form. All items not completed within ten (10) days will be subjected to liquidated damages in which the Contractor shall pay to the City or to be withheld from the Contractor's progress payments, the daily sum of one thousand dollars (\$1000).

The intent of this section is to emphasize to the Contractor the importance of prosecuting the work in an orderly preplanned continuous sequence to minimize inconvenience to residents, businesses, vehicular and pedestrian traffic, and to the public as a result of construction operations.

## **SECTION 7 – MEASUREMENT AND PAYMENT**

### **7-1 MEASUREMENT OF QUANTITIES FOR UNIT PRICE WORK.**

**7-1.2 Method of Measure.** The quantities shown on the Bid Schedule are approximate only. The Contractor will be paid for the actual quantities of work based on approved field measurements as provided for in these Specifications. The City reserves the right to increase or decrease the amount of any item or portion of work to be performed or materials furnished, or to delete any item, in accordance with the Specifications. Additional bid item work shall be completed within the total working days in these specifications. Additional working days maybe allowed with the approval of the City.

### **7-3 PAYMENT.**

**7-3.2 Partial and Final Payment.** The closure date for periodic progress payments will be the twenty-fifth day of each month. Authorization to pay is commonly received on the tenth day of the following month. However, payments will be withheld pending receipt of any outstanding reports required by the Contract Documents.

**7-3.3 Delivered Materials.** The City will NOT honor or make any progress payments for materials ordered and delivered to the job site by the Contractor unless prior approval is obtained from the City.

### **7-4 PAYMENT FOR EXTRA WORK.**

**7-4.3 EXTRA WORK.** When work is performed on a "time and materials" basis, the following percentages shall be added to the Contractor's cost and shall constitute the markup for all overhead and profits:

1)	Labor .....	20
2)	Materials .....	15
3)	Equipment Rental.....	15
4)	Other Items and Expenditures.....	15

To the sum of the costs and markups provided for in this section, 1 percent shall be added as compensation for bonding.

When all or any part of the extra work is performed by a Subcontractor, the markup established above shall be applied to the Subcontractor's actual cost of such work. A markup of 10 percent on the first \$5,000 of the subcontracted portion of the extra work and a markup of 5 percent on work added in excess of \$5,000 of the subcontracted portion of the extra work may be added by the Contractor.

## **END OF GENERAL PROVISIONS**

## TECHNICAL PROVISIONS

### CITYWIDE LANDSCAPE MAINTENANCE SERVICES

**PREFACE:** All work and materials shall conform to the "Standard Specification for Public Works Construction", 2021 edition, except as modified by the contract and these Technical Provisions.

Incidental Work - All work and materials required by the plans and specifications, and not specifically listed in the bid schedule items of work, shall be considered incidental and no additional payment shall be made therefore. Incidental items shall include, but not be limited to, mobilization; implementation of the applicable SWPPP or Best Management Practices for the protection of storm drain structures; adjusting utility access covers to grade; saw cutting; excavation and disposal of materials; survey; traffic control and coordination of utilities.

## PART 6 - TEMPORARY TRAFFIC CONTROL

### SECTION 600 - ACCESS

#### 600-1 GENERAL.

**600-1.1 Public Convenience and Safety Access.** The Contractor shall provide temporary "No Parking" and all other signs which are necessary for the safe and orderly conduct of vehicular traffic as directed by the Engineer and as specified herein. Contractor shall also provide an approval barricaded area in the parking lane for pedestrian traffic during such time as the parkway is unfit to be used for pedestrian traffic.

At such times as driveways are inaccessible due to the Contractor's work, they shall be blocked by two (2) Class II barricades or one (1) Class II barricade and two (2) delineators. Driveways that are ramped or planked for temporary access shall be provided with a barricade or delineator at each side. The Contractor shall give 24-hour notice to affected property owners prior to blocking any driveway.

The Contractor shall provide access for refuse collection on the regularly scheduled days. He shall also facilitate or assist in the collection where such work is hampered by his operations.

**600-1.2 Street Closures, Detours, and Barricades.** The Contractor shall not close any street within the City of Gardena without first obtaining the approval of the Engineer. Barricading, traffic control and detour diagrams in connection with street closures shall be submitted by the contractor as required by the Engineer.

The Contractor shall provide and install barricades, delineators, warning devices and construction signs in accordance with the California Manual of Temporary Traffic Controls or W.A.T.C.H. Handbook. During adverse weather or unusual traffic or working conditions, additional traffic devices shall be placed as directed by the Engineer. All traffic signs and devices shall also conform to the California Manual of Temporary Traffic Controls or W.A.T.C.H. Handbook.

The Contractor shall provide and maintain Type II barricades along excavation edges parallel to the flow of traffic at a maximum spacing of twenty-five feet. Type II barricades mounted with

flashers shall be installed around work areas in parkways. Type II barricades shall have alternating reflective orange and reflective white stripes at an angle of 45 degrees. The strip width shall be in accordance with Table 5-1 "Barricade Characteristics" "Manual of Traffic Controls for Construction and Maintenance Work Zones".

When one-way access from a side street or alley is permitted, barricades and cones shall be provided at five-foot intervals for a distance of fifty feet on either side of the centerline of the intersecting street, or alley.

Should the Contractor fail to furnish a sufficient number of traffic and/or pedestrian safety devices, the Agency will place such necessary items and the Contractor shall be liable to the Agency for providing such devices in accordance with the following provisions:

1. For placing of barricades: \$5.00 per barricade for the first day or any part thereof and \$2.00 per barricade, per day, for each day thereafter or any part thereof. For flashers: \$2.50 per flasher for the first day or any part thereof and \$1.00 per flasher, per day, for each day thereafter or any part thereof. For traffic cones: \$1.00 per cone for each day or any part thereof.
2. In the event that the services of the Agency are required between the hours of 5:00 P.M. and 8:00 A.M., during the normal week or at any time on Saturday, Sunday or an Agency holiday, there shall be an additional charge to the above set forth minimums of \$188.00 for each service trip required.

Contractor shall relocate, preserve and maintain the visibility of all existing signs within the project limits which affect the flow of traffic, as directed by the Engineer. Any signs which are damaged or found to be missing during the course of construction shall be replaced by the Contractor at his expense as directed by the Engineer. All other signs that interfere with the course of work and are not necessary for the safe flow of traffic will be removed and replaced by the Agency. Traffic control signs include Stop Signs, Speed Limit, Parking Restrictions and other regulatory signs.

## **PART 8 – LANDSCAPING AND IRRIGATION**

### **SECTION 801 – INSTALLATION**

#### **801-5 IRRIGATION SYSTEM INSTALLATION.**

**801-5.7.5 Maintenance.** The entire irrigation system, to include all components from connection at meters shall be maintained in an operational state at all times. This coverage applies, but is not limited to all controllers, remote control valves, master valves, flow sensors, gate valves, backflow devices, main and lateral lines, sprinkler heads, quick couplers, hose bibs and moisture sensing devices.

All irrigation shall take place during the week starting Sunday night/Monday morning through Thursday night/Friday morning. No irrigation shall take place on weekends, except when explicitly approved by the Public Works Director.

Contractor shall provide fully trained personnel in all phases of landscaping and irrigation systems operation, maintenance, adjustment, and repair; in all types of components to include electric control clocks, valves and sprinkler heads; and with all brands and models of irrigation

equipment. This shall include one certified irrigation technician at all times when the crew is performing maintenance. Scheduling to conserve water and adhere to State mandates/Golden State Water Company is the responsibility of the Contractor.

All irrigation systems shall be inspected weekly for repairs and tested a minimum of once per month in accordance with the following:

- A schedule shall be submitted at the start of the contract showing the location and date that each system will be tested. Any changes shall be submitted for approval prior to enactment.
- All systems shall be adjusted in order to:
  - a. Provide adequate coverage of all landscape areas;
  - b. Prevent excessive runoff and/or erosion;
  - c. Prevent watering roadways, facilities such as tennis, basketball or handball courts, walkways, trails, fences and private property.
- All system malfunctions, damage, and obstructions shall be corrected daily.
- In addition to monthly testing, all irrigation systems shall be inspected daily.
- Adjustment, damage and repairs shall be divided into the following categories and actions:
  - a. All sprinkler heads shall be adjusted to maintain proper coverage. Maintenance shall include all repair, replacement and adjustments to heads to provide a functional system. Cleaning, flushing heads and lines and removal of obstructions are included in the contract price.
  - b. All damage resulting from the Contractor's operations shall be repaired or replaced prior to the end of the workday at the Contractor's expense.
  - c. Repairs for causes other than the Contractor's operations shall be divided into included and extra billable repairs. Included repairs are all components after the valve to the end of the sprinkler line, but do not include quick couplers, flow sensors, master valves, main pressure lines or gate valves. The cost for these repairs shall be included in the costs for operation and maintenance of the irrigation system. Extra billable repairs shall include all valves, backflows, meters and mainlines, flow sensors, gate valves, quick couplers and will be paid in accordance with the provisions of extra work. Vandalized irrigation systems or damage by other contractors is extra billable. Documentation of vandalized irrigation or destruction by other contractors is required with pictures.
  - d. Backflow Device certification costs are included in the contract price, but repairs to backflow devices are not.
- Repairs to the irrigation system shall be completed within eight (8) hours after approval from the City on major component damage such as broken irrigation lines, defective or

broken valves and within sixteen (16) hours after approval from City on repairs to sprinkler heads and other minor items.

- All replacements shall be approved by the City.
- Contractor shall maintain an adequate stock of medium and high usage items for repair of the irrigation system.
- Contractor shall implement repairs in accordance with all effective warranties and no separate payment will be made for repairs on equipment covered by warranty.

Contractor shall pay for all excessive water usage due to improper use of the irrigation controller or failure to repair malfunctions on a timely basis or unauthorized increases in the frequency of irrigation. Costs will be determined by calculating the excessive CCF use above normal or approved. Costs to be deducted from payments will be presented to the Contractor by the City prior to actual deductions to allow for explanations.

The cost for the routine maintenance and staff (including irrigation technician) shall be placed into the individual bid items for maintenance. This includes, but is not limited to replacement of all sprinkler heads regardless of their condition before the award of the contract.

The contractor shall submit a pricing sheet for standardized items that are considered extra billable within the first month of service. All irrigations systems are to be audited in the first month to document their present condition with recommendations for repair for items not included in the scope of the contract. All items requiring repair and included in the contract price are required to be completed in the first two months. All work shall be approved by the City Engineer prior to start of construction.

Irrigation Controllers will require a chart with descriptions to indicate where each station controls. This will be placed in the controller and one copy delivered to the Public Works Director within the first two months of the contract. The Irrigation Technician will check all irrigation controllers weekly and make necessary changes and date a new form that documents the present programs and changes. All program forms for all controllers will be submitted to the Public Works Director weekly.

**801-6 MAINTENANCE AND PLANT ESTABLISHMENT.** The Contractor is responsible for keeping all areas free of weeds. For the purpose of this specification, a weed will be considered as any undesirable or misplaced plant. The Director of Public Works may restrict the use of chemical weed control in certain areas. Weed control is required to be a continuing weekly activity and can be mechanical or chemical. The Contractor shall supply the City with a Pest Control Advisor's recommendation for all chemicals requested to be used indicating each location included for use and name of weed to be controlled.

Monthly chemical Use Report detailing what chemicals (pesticides/fungicides/herbicides/insecticides/miticides/bactericides) have been used, the quantity, and location of said chemicals are to be submitted monthly to the Public Works Director.

The Contractor is required to submit a copy of the permit issued by the Los Angeles County Department of Weights and Measures for the use of each chemical requested for use in the City at the beginning of the Contract period. The Contractor shall provide to the Director of Public Works a booklet containing complete chemical labels that include brand name, product name,

EPA registration number, EPA establishment number, manufacture's name and address, ingredients, common name, chemical name, inert ingredients, net contents, signal words, precautionary statements, hazards to humans and domestic animals, environmental hazards, physical and chemical hazards, first aid or statement of practical treatment, direction for use, storage and disposal. Additionally, Material Safety Data Sheets shall be included in the booklet. All requirements from the Los Angeles County Department of Weights and Measures shall be followed to include a 'Notice of Intent' when required by this Department. A written description of the weed control program will be submitted to the Public Works Director at the beginning of the Contract periods. All chemicals to be used in the City will be approved by the Public Works Director prior to use. Contractor shall survey the grounds to:

- a. Identify weeded areas weekly, and
- b. Implement a plan/method (i.e. hand removal, mulch and/or chemicals) for removal. After weeds are cleared from a given area, mulch is recommended to reduce weed growth in the future. Continuous removal of weeds is required. More permanent preventative measures, i.e. mulching is recommended.
- c. Turf, planter, and hardscape areas shall be continually monitored to maintain a weed free condition. The use of pre- and post- emergent herbicides based on Pest Control Recommendations may be necessary on an on-going basis. Prevention of Poa annual and Crabgrass is the responsibility and expense of the Contractor. All Kikuaya and Bermuda grass that invades a pre-dominantly fescue grass is the responsibility of the contractor to eradicate, repair and establish and is included in the contract price.
- d. Fungicides shall be applied based on Pest Control Advisor Recommendations to prevent or correct any fungal problems. The contractor shall calibrate all chemical application equipment prior to each use to ensure chemicals are applied that the rate specified. All rubber hoses shall be made of neoprene rubber or equivalent material, shall be free of cracks, and shall not be weathered. All pressurized spray equipment shall be kept in a state of good repair, safe to operate, and shall be equipped with appropriate pressure regulators, gauges, and relief valves. A dedicated sprayer for herbicide and a dedicated sprayer for pesticide/fungicide/herbicides are required.

## **801-6.1 Turf Maintenance**

**801-6.1.1 Mowing.** All turf areas shall be mowed once per week. Exact dates shall be set on annual calendar to provide 52 mows per year. Work shall be performed on the same day each week. General turf areas will be mowed at a height consistent with the growth of the grass variety. Cool season turf grass shall be cut approximately 25% higher during hot summer weather. All mowing equipment shall be maintained in order to provide the sharpest and cleanest cut of the individual grass blades. All perimeter edges will be mowed as low as possible without scalping for improved sprinkler function. Mowers shall be cleaned after each park is mowed to prevent the transfer of weed seeds, stolons, rhizomes and diseases. All Kikuaya and Bermuda grass that invades a pre-dominantly fescue grass is the responsibility of the contractor to eradicate, repair and establish at the contractor expense. The Contractor is responsible to change the mowing direction each week. All curb and gutter, sidewalks and walks, handicapped ramps and concrete areas will be clean and free of soil and weeds. All gopher mounds in the grass landscape areas or spilling into the gutter will be removed, filled with soil and the gophers eradicated.

Turf shall be swept, vacuumed, or otherwise cleaned to maintain a neat appearance at all times. Turf clippings and debris shall be removed the same day of each mowing, trimming, or edging operation and shall be removed from the site.

Mowing shall not be performed when wet soil conditions from rain or over irrigation will result in damage to the lawns. The skipped lawns shall be mowed as soon as possible once the soil conditions enable mowing without damage.

**801-6.1.2 Edging.** All turf grass borders shall be neatly and uniformly edged or trimmed concurrent with every mowing. Mechanical methods shall be used except where physically not possible or practical. This will include hand push mowers, nylon line trimmers, edger, and hand clipping where necessary. Trimming around sprinkler heads and obstacles will be done. Trees that are damaged due to improper use of edging tools or mowers are the responsibility of the contractor to repair or replace. Chemical application may be used on areas such as planters, buildings, around trees along asphalt trails/paths, around sports field equipment, fence lines, sprinkler heads, etc. only with prior approval. Prior to application of chemicals, all areas shall be trimmed to proper mow heights. Contractor shall use non-restricted chemicals only to perform chemical edging. Chemicals shall be approved by the Public Works Director prior to use. The contractor shall supply the Public Works Director with a monthly chemical use report at the end of each month. The chemical use report shall list the types, quantities, dates, and locations of all chemicals used. Chemicals shall only be applied under the supervision of persons possessing a valid California Pest Control Operator's License. Records of all chemical application operations, "Notice of Intent" authorizations, dates, times, methods of application, chemical formulations, applicators name and weather conditions at the time of application shall be made, retained and included in the monthly report to the Public Works Director. Records shall be retained in accordance with Los Angeles County Department of Agriculture regulations. All walkways, roadways, trails or other areas dirtied by edging operations shall be cleaned and all debris disposed of off-site prior to the completion of that day's operations or the end of the day, whichever occurs first. Excessive spraying or blanket spraying is not allowed except with the approval of the Public Works Director or approved representative.

**801-6.1.3 Watering.** An automatic irrigation system is provided at most sites for the contractor's use to maintain optimum soil moisture content to ensure healthy, vigorous growth, but shall not be intended as the only means of irrigation. The Contractor shall be responsible to protect the irrigations systems at all sites from damage during the course of maintenance activities. All turf areas shall be irrigated as required to maintain adequate growth and appearance. All irrigation shall take place as required by Golden State Water due to drought condition. No irrigation shall take place on weekends, except when approved by the Public Works Director. Contractor shall monitor the requirements of the plant material, soil conditions, seasonal temperature variations, wind conditions and rainfall and shall recommend appropriate changes in duration of watering cycles. Contractor shall respond within 2 hours of any request by the Inspector to turn on/off irrigation systems, particularly in respect to rainfall. All irrigation shall be turned OFF during rain events and turned on only after dry weather requires irrigation to conserve water and reduce water costs. In the event that an irrigation system is broken or in need of maintenance, it shall be the sole responsibility of the contractor to hand water all landscaping. State requirements or Golden State Water Company requirements to adhere to the restrictions addressing the drought shall be implemented to include proper two days of the week and shut down after measurable rain and as modified during the term of the contract. Any penalties due to improper irrigation shall be paid by the contractor.

**801-6.1.4 Fertilization.** All turf areas are to be fertilized 6 times a year. Fertilizer shall be free of moisture at the time of fertilizer application. Application of the fertilizer shall be done in sections, determined by the areas covered by each irrigation system. All areas fertilized shall be thoroughly soaked immediately after fertilizer is broadcast. The contractor shall supply the City with a bimonthly fertilizer report. The fertilizer report shall be due by the 10<sup>th</sup> of the month

for the previous month and shall include types, quantities, and locations of fertilizers used. All damages to landscaping resulting from use of fertilizers shall be repaired or replaced at the expense of the contractor. Attention to schedule fertilization on days that follow scheduled irrigation to reduce the amount of water used to flush the granules into the grass is necessary.

- Turf shall be fertilized at a rate of 1-pound actual nitrogen per 1000 sq. ft. every 2 months
- Fertilization shall be performed to maintain a consistent deep green
- Fertilizer shall have an analysis of 16-6-8
- Fertilizer shall be applied in granular form by use of a rotary spreader. If uneven distribution of the fertilizer results in stripped, banded, spotty, blotched, yellow, burnt or streaked grass, a drop spreader shall be used.
- In the event of uneven distribution of the fertilizer, the contractor shall correct the deficient areas with additional fertilizer and the burnt areas with water, seed and top-dress.
- Fertilizer will be watered in sufficiently to prevent burning and penetrate the soil.

**801-6.1.5 Reseeding.** All bare, worn or sparse areas in the turf shall be reseeded within 15 days of direction from the city to reestablish turf to an acceptable condition. All areas to be reseeded shall be aerated, raked or verticut to remove all thatch and provide a rough (scarified) seedbed suitable for seeding. Areas to be reseeded shall be fertilized to provide one (1) to one and a half (1 ½) pounds of nitrogen per thousand square feet. Chemical formulation of fertilizer to be used shall be 16-6-8 unless approved by the Public Works Director. Granular Gypsum (Soil Buster) shall be applied at 20 lbs. of product per thousand (1,000) square feet. Once the seed has been applied, the contractor shall manually irrigate thoroughly with a hose for a period of one week. Irrigation shall continue until 90% of all seed has sprouted and is in a vigorous state of growth. The contractor shall monitor all irrigation so that damage does not occur to property or the application of the seed. The seed type shall be Perennial Rye applied at a rate of 10 lbs./1,000sq. ft.

#### **801-6.1.6 Thatch/Verticut/Overseeding.**

All turf areas are to be reviewed for thatch build up and shall be scheduled for thatching as required by the Public Works Director. All lawns may be required to be thatched. Thatching operations will be scheduled for the first week in October. The operation can be managed with a few options to either cut the grass low before or after thatching. All lawns that are thatched shall be thatched in two opposing directions with thatching blades that cut the stolons and scarify the soil surface without excessive penetration (less than ½ inch) at 2-3 inches on center. All thatch shall be removed manually or with a vacuum daily. It is recommended to aerate and fertilize at the same time. All seed used in innerseed/overseed operation shall be Perennial Rye (Stovers VIP or equal) applied at a rate of 10lbs./1,000 sq. ft. Seed quality shall meet the following criteria:

- Minimum purity shall be 98% weed free for all grasses.
- Minimum germination rate shall be 85% for all grasses.
- No seed shall be applied without prior verification of seed quality by the City.

Once the seed has been applied, the contractor shall irrigate thoroughly for a period of one week. Irrigation shall continue until 90% of all seed has sprouted and is in a vigorous state of growth. The contractor shall monitor all irrigation so that damage does not occur to property or the application of the seed.



All green waste removal costs from these operations are the responsibility of the Contractor and included in the contract price.

**801-6.1.7 Aeration.** All turf areas shall be aerated twice per year. Aeration shall be accomplished by removing 1" diameter by 3" deep cores at a maximum spacing of 5" on center by use of a mechanical aeration machine. All cores shall be removed from the turf and disposed of off-site or thoroughly pulverized before leaving the site or by the end of the workday. No plug shall be left overnight. All walkways, roadways, trails, landscaped areas or other areas dirtied by aeration operations shall be cleaned and all debris disposed of offsite prior to the completion of this operation or the end of the day, whichever occurs first. All irrigation heads, valves, quick couplers and other improvements that can be damaged by the aeration operation shall be flagged and/or protected prior to starting.

## **801-6.2 Shrubs/Groundcover Maintenance**

**801-6.2.1 Watering.** All shrubs/groundcover areas shall be irrigated as required to maintain adequate growth and appearance. Contractor shall monitor the requirements of the plant material, soil conditions, seasonal temperature variations, wind conditions, and rainfall and shall recommend appropriate changes in duration of watering cycles. Special watering required during daytime hours, such as after fertilization, during periods of extreme dryness or heat, and during manual irrigation cycles shall be included. Irrigation during the daytime hours to water in fertilizer, establish seed or test systems require the presence of the irrigation technician or a qualified crew member. Contractor shall respond within two (2) hours of any request by the City to turn on/off irrigation systems, particularly in respect to rainfall. All damages resulting from under or over watering shall be repaired at the Contractor's expense. This includes plant replacement and establishment.

**801-6.2.2 Fertilization.** All shrubs/groundcover areas shall be fertilized four (4) times a year. All proposed chemical formulations shall be approved prior to use. Groundcover areas shall be free of moisture on the leaves, but the soil must be moist at the time of fertilizer application. Application of the fertilization shall be done in sections, determined by the areas covered by each irrigation system. All areas fertilized shall be thoroughly soaked immediately after the fertilizer is broadcast. The contractor shall supply the inspector a quarterly fertilizer report which includes location, type, and quantity of all fertilizer used.

- Fertilizer shall be applied at a rate of 1 pounds of actual nitrogen per 1000 sq. ft.
- Specific fertilizers shall be applied to correct deficiency. Diagnosis of a deficiency is the responsibility of the Contractor and may require a soil test or tissue analysis for ongoing problems
- Care should be exercised to avoid burning the plants in hot weather
- All fertilizer is to be thoroughly watered into the soil immediately after application
- All palm trees shall be fertilized with a fertilizer specifically formulated for the particular needs of Palms. Queen Palms are the City tree and are seen uniformly around the city. Yellow fronds normally indicate a need for nitrogen, but this may not be the only deficient element. Queen Palms will benefit from nitrogen in the Aminal form, i.e.: Ammonium Sulfate as well as specific palm fertilizer or a combination.

**801-6.2.3 Groundcover.** Groundcover areas shall be maintained in a manner, which will promote the healthy growth of the plant material in a neat, but natural state while removing

weed infestations. All groundcovers shall be trimmed to restrict growth from sidewalks, trees, shrubs, trails, behind curbs, and from private property.

Edging shall be clean with well-defined lines. In cases where ground covers of different types grow adjacent to another ground cover, trimming to keep a well-defined edge between types is required. Some areas of groundcovers are meant to grow together and separation is not required. Some groundcovers of less importance will be required to be trimmed or removed to allow the more desirable ground cover to spread. Replanting bare areas is required to maintain the continuity of the ground cover. Replacement plant types are required to be approved by the Public Works Director. This shall include all existing bare areas regardless of their condition before the contract was awarded.

**801-6.2.4 Shrubs/Vines.** All shrubbery shall be trimmed as needed to maintain a neat and attractive appearance. In addition, all shrubs shall be trimmed to not encroach into walkway and off structures. Excessive trimming or thinning is not allowed. Removing some lower growth to allow better sprinkler coverage is permitted, but no more than 6-8 inches is allowed without prior approval from the City. Sprinkler modification to address poor coverage is preferred to maintain an attractive landscape. Remove dead, damaged or diseased limbs as necessary. All leaves shall be raked from under the shrubs after each pruning, and all trimmings and debris shall be removed and disposed of off-site at the end of each day's work.

Formal hedges are plants that can be trimmed with a power hedge trimmer. All other shrubs shall be allowed to grow informally, but neat and contained within the planter by use of hand pruning clippers. All shrubs and vines shall be kept free of dead parts. Vines shall not grow into or on trees or shrubs. Vines shall be pruned for health and kept in an open, airy appearance if attached to a wood post, trellis, arbor, etc. Vines on walls will be pruned for a 'tight clinging' effect.

All flowering shrubs/perennials are required to be kept free of dead flowers and leaves. Yellow and brown leaves are required to be removed.

### **801-6.3 Hardscape and Softscape Areas.**

All animal feces or other materials detrimental to human health shall be removed on the normal scheduled service day. All broken glass and sharp objects shall be removed and areas shall be inspected and maintained in a neat, clean and safe condition. All areas shall be raked to remove leaves and debris on a service day. All play, sports equipment, bleachers, benches, tables, trash cans, gates, rails, posts, fences, barbecues, gazebos, signs and all other park amenities shall be monitored for vandalism, safety hazards and serviceability each service day. Deficiencies shall be reported in writing immediately to the City.

### **801-6.4 Sand/Woodchip Areas.**

These areas shall include tot lots, play areas, etc. All areas shall be maintained weed free. During the first week of every month, all sand areas shall be raked to the maximum depth that will allow complete loosening of the sand, but will not cause lower base materials to be mixed in with the sand. Sand and wood chips shall be replenished as necessary to maintain optimum level in each area, generally level to six (6) inches below the top of the concrete curbing, but dependent upon play equipment footing and final level shall be determined by the Inspector for each area. This is included in the cost of the contract.

### **801-6.5 Trash Removal at City Parks.**

All landscaped trash shall be hauled off-site at the Contractor's expense.

### **801-6.6 Tree Trimming.**

During work operations, the Contractor shall trim all trees within the boundary of the maintained area for vertical and horizontal clearance. Trimming is limited to branches within 12 feet above grade to maintain vertical clearance of 8 feet over sidewalks, and pedestrian areas to include grass lawns. Branches or foliage over an Arterial or collector street is required to be maintained to 14 feet above grade. Neighborhood streets are to 8 feet. Trimming or removal of significant branches is not approved, but will be determined by the City Forester or the Public Works Director. The trimming of trees to 12 feet is also intended to remove water sprouts to improve appearance and, in some cases, traffic visibility. Trimming of heavy branches for safety within 12 feet above grade is included. All palm trees are included for frond, petiole and sheath removal to 12 feet. Sheaths on the palm trees are to be removed without harm or abnormal scarring of the trunk. Queen Palms are included on a continual basis. All tree stake maintenance whether to be removed or re-staked are included.

### **801-6.7 Pest Control.**

All insect pests to be treated shall be identified and life stage determined prior to treatment. All areas which may be adversely affected by chemical treatment operation shall be identified (i.e., waterways, food preparation sites and eating areas, and agricultural production areas) and all precautionary measures necessary shall be taken to prevent contamination of these areas. All pesticides shall be applied in accordance with the label recommendations and shall be applied in an integrated pest management program. Chemicals and methods are to be approved by the City prior to implementation.

Pest include, but are not limited to snails, slugs, sow bugs, aphids, mites, scale, mealy bugs and Whitefly's. All pests that cause excessive damage to any plants, shrubs, groundcover, trees, irrigation systems, facilities or cause erosion are included. It is intended to utilize integrated pest management to minimize chemical spraying.

**801-6.7.1 Rodent Control.** All turf and landscaped areas shall be maintained free of rodents to include gophers and moles. Rodent Control shall be performed in a safe manner and requires prior approval of the method. All rodents to be controlled shall be identified and feeding habits determined prior to treatment of the area. All mounds shall be raked level a minimum of twenty-four (24) hours prior to treatment. Soil shall be checked in the area to be treated to ensure proper soil moisture exists prior to treatment. Traps shall be covered with soil once inserted into tunnel, to prevent vandalism and to ensure public safety. Any and all spilled bait shall be picked up immediately. All treated areas shall be inspected for dying animals after treatment on a daily basis. Contractor shall remove all dying animals and/or carcasses and dispose of them off-site prior to the end of each workday until area no longer requires further treatment. No traps are allowed to remain in public areas on the weekend. All chemical use requires a permit from the Agricultural Department and all requirements for post and notification are required.

**801-6.8 Decomposed Granite Pathways.** All D.G. (Decomposed Granite) pathways are to be kept weed free and free of ruts and holes. Weekly herbicide spraying of new weed seedlings is

required. Mechanical weed removal, if necessary due to a lack of weekly maintenance, requires the D.G. to be raked and smoothed and re-compacted by adding water and using a vibrating plate. Paths are to be kept clean by use of a broom or very low rpm blower. Avoid excessive rpm's to eliminate dust clouds. All damage from park activities are required to be repaired to conditions approved by the inspector as required. All vegetation is required to be edged neatly without damage to the path or edge board.

#### **801-6.9 Performance Standards.**

##### **Turf**

- Color- Even, uniform, green color, no streaks, spot
- Cut- No scalping with even cut throughout the turf
- Edging- Well defined and clean edges
- Weeds- Continuous weed control

##### **Shrubs**

- Neat and not excessively trimmed
- No dead flowers and dying leaves
- Healthy vigorous growth

##### **Groundcover**

- Density- No encroachment or bare areas
- Edging- Neat, clean edging throughout the property
- Weeds- No weeds visible or below groundcover height
- Bare ground- Cultivated or mulched
- General Health- No disease, insects, or fertility deficiencies



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 15.B  
Section: DEPARTMENTAL  
ITEMS - PUBLIC WORKS  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Approve Four-Year Contract for Citywide Tree Trimming Maintenance Service Contract to Mariposa Landscapes Inc. in the amount of \$480,472.02

#### **COUNCIL ACTION REQUIRED:**

**Staff Recommendation: Award Tree Trimming Maintenance Service Contract**

#### **RECOMMENDATION AND STAFF SUMMARY:**

On March 31, 2022, the Public Works Department issued the Request for Proposal for the Citywide Tree Trimming Maintenance Services for the 7000+ trees throughout the designated City districts, city owned facilities, and arterial streets. In addition to trimming the trees on a four-year rotation, the Contractor may also service sick trees, remove dead trees and plant new trees.

The request was published in CR Planwell and the City website. It was also sent directly to seven firms known to provide similar services in other local cities. On April 28, 2022, the six proposals below were received for the four-year contract.

	<b>Contractor</b>	<b>Four-Year Contract Total</b>
1.	Mariposa Landscapes Inc.	\$480,472.02
2.	United Pacific Services Inc.	\$559,575.00
3.	West Coast Arborists Inc.	\$615,517.00
4.	Great Scott Tree Service	\$727,388.75
5.	Four Seasons Landscaping	\$876,968.00
6.	North Star Landcare	\$1,292,685.00

Mariposa Landscapes Inc.'s proposal has the Best Value for the City taking into consideration qualifications, references, experience, and cost. They are a state-licensed company with verified successful maintenance experience in the field and will be required to meet all

bonding and labor compliances. The current budget is \$700,000 for the four-year tree trimming contract based on past costs from the previous contract.

Mariposa Landscapes Inc. has over 45 years of experience in the industry. Mariposa Landscapes Inc. has provided similar services to eight municipalities throughout Los Angeles, San Bernardino and Ventura County. The municipality references ranked them as providing excellent tree trimming services. Mariposa Landscapes Inc. is also the current Landscaping Contractor for the City and has met the City's high expectations.

In addition to the tree trimming in the public right-of-way, we anticipate having Mariposa Landscapes Inc. perform tree trimming maintenance in the City's parks. The budget for this additional task will be proposed and included in the FY 2022-2023 and FY 2023-2024 budgets.

The current Tree Trimming contract with West Coast Arborists Inc. was \$198,256 for FY 2019-2020 and \$159,660 for FY 2020-2021. Staff recommends that the City Council approve the four-year Citywide Tree Trimming Maintenance Service Contract to Mariposa Landscapes Inc. in the amount of \$480,472.02. There will be a cost savings of approximately \$240,000 over the life of the contract.

**FINANCIAL IMPACT/COST:**

Contract Term: Four-year contract for \$480,472.02

Funding Source: Gas Tax (Appropriated in the FY 2022-2023 & FY 2023-2024 O&M budget)

**ATTACHMENTS:**

[Citywide Tree Trimming RFP- Specifications.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio", is positioned above a horizontal line.

---

Clint Osorio, City Manager

**CONTRACT DOCUMENTS (CD)**

**CITYWIDE TREE TRIMMING  
MAINTENANCE SERVICES**

**To be Submitted  
within twenty-one (21) calendar days**

**AFTER  
Award of Contract**

# CONTRACT DOCUMENT

## AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by and between CITY OF GARDENA in the State of California, hereinafter referred to as "CITY" and \_\_\_\_\_, hereinafter referred to as "CONTRACTOR."

The City and the Contractor mutually agree as follows:

### ARTICLE I.

#### THE PROJECT

For and in consideration of the mutual promises set forth herein, Contractor agrees to perform and complete in a good and workmanlike manner all work required by the Contract Documents, which is described as follows:

#### PROJECT: CITYWIDE TREE TRIMMING MAINTENANCE SERVICES

Said work shall be performed in accordance with the Plans, Specifications and other Contract Documents, all of which are referenced in Article III hereof and incorporated herein as though fully set forth. Contractor shall furnish at its own expense all labor, materials, equipment and services necessary therefor, except such labor, materials, equipment and services as are provided in the Contract Documents to be furnished by City.

This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

### ARTICLE II.

#### CONTRACT SUM AND PAYMENT

For performing and completing the work in accordance with the Contract Documents, City shall pay Contractor, in full compensation therefor, the contract sum set forth in the Bidding Schedule. Said sum shall constitute payment in full for all work performed hereunder, including, without limitation, all labor, materials, equipment, tools and services used or incorporated in the work, supervision, administration, overhead, expenses and any and all other things required, furnished or incurred for completion of the work as specified in the Contract Documents. City shall make payments to Contractor on account of the contract sum at the time, in the manner, and upon the conditions specified in the Contract Documents.

### ARTICLE III.

#### CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire agreement between the City and the Contractor, are enumerated as follows: Proposal Documents, including the Notice Inviting Bids, Instructions to Bidders, Bidding Schedule, Bidder's Declaration, Designation of Subcontractors, Bidder's Assurance, and Fair Employment Practices documents; this Agreement; Standard Specifications; Special Provisions; Technical Provisions; Drawings; Plans; and all addenda issued prior to and all modifications issued after the execution of this Agreement. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein.



ARTICLE IV.

EFFECTIVE DATE

This Agreement shall become effective and commence as of the date set forth below on which the last of the parties, whether City or Contractor, executes said Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and attested by their proper officers thereunto duly authorized.

CITY

CONTRACTOR

By: \_\_\_\_\_  
MAYOR (Sign)

By: \_\_\_\_\_  
Sign / Title

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

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

Attest:  
By: \_\_\_\_\_  
CITY CLERK (Sign)

Attest: (Contractor)

By: \_\_\_\_\_  
Sign / Title

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

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

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
CITY ATTORNEY (Sign)

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

## CONTRACT DOCUMENT

### **FAITHFUL PERFORMANCE BOND**

WHEREAS, the City of Gardena has awarded to \_\_\_\_\_, hereinafter designated as the "Principal", a Contract for:

**PROJECT: CITYWIDE TREE TRIMMING MAINTENANCE SERVICES**

WHEREAS, said Principal is required under the terms of said Contract to furnish a bond for the faithful performance of said Contract;

NOW, THEREFORE, we, \_\_\_\_\_  
as Principal, and \_\_\_\_\_  
as Surety, are held and firmly bound unto the City in the sum of \_\_\_\_\_

Dollars (\$ \_\_\_\_\_), this amount being not less than one hundred percent (100%) of the total Contract price, lawful money of the United States of America, for payment of which sum well and truly to be made we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents. In case suit is brought upon this bond, the Surety will pay all court costs and reasonable attorneys' fees to the City of Gardena in an amount to be fixed by the court.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the hereby bounded Principal, his or its heirs, executors, administrators, successors, or assigns, shall in all things stand to and abide by, well and truly keep and perform all the undertakings, terms, covenants, conditions and agreements in the said Contract and any alteration thereof, made as therein provided, all within the time and in the manner therein designated and in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.

FURTHER, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of any such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849. The City is the principal beneficiary of this bond and has all rights of a party hereto.

This bond shall remain in full force and effect for a warranty period of one full year after acceptance of the job by the City.

IN WITNESS WHEREOF, three (3) identical counterparts of this instrument, each of which shall for all purposes be deemed an original thereof, have been duly executed by the Principal and

Surety named herein, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the name and corporate seal of each corporate party being hereto affixed, and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

[PRINCIPAL]

By \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
Signature

[SURETY]

By \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

\_\_\_\_\_  
Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

## CONTRACT DOCUMENT

### PAYMENT BOND

WHEREAS, the City of Gardena has awarded to \_\_\_\_\_, as Contractor, a contract for the work described as follows:

PROJECT:     **CITYWIDE TREE TRIMMING MAINTENANCE SERVICES**

AND WHEREAS, said Contractor is required to furnish a bond in connection with said contract, to secure the payment of claims of laborers, mechanics, materialmen and other persons, as provided by law;

NOW, THEREFORE, we, the undersigned Contractor and Surety, are held firmly bound unto the City in the sum of \_\_\_\_\_, Dollars (\$\_\_\_\_\_) this amount being not less than one hundred percent (100%) of the total Contract price, for which payment well and truly to be made we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if said Contractor, its heirs, executors, administrators, successors, assigns, or subcontractors shall fail to pay any of the persons named in Civil Code Section 3181, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract, or any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of the Contractor and its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code, or any other amounts due to persons under any applicable project contract or law, with respect to such work and labor, then the Surety or Sureties herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. In case suit is brought upon this bond, the said Surety will pay all court costs and reasonable attorneys' fees to the plaintiff(s) and City in an amount to be fixed by the court.

This bond shall inure to the benefit of any of the persons named in Civil Code Section 3181 as to give a right of action to such persons or their assigns in any suit brought upon this bond.

Further, the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, addition, or modification to the terms of the Contract, or of the work to be performed thereunder, or the specifications for the same, shall in any way affect its obligations under this bond, and it does hereby waive notice of such change, extension of time, alteration, addition, or modification to the terms of the Contract or to the work or to the specifications thereunder. Surety hereby waives the provisions of California Civil Code §§ 2845 and 2849.

This bond shall remain in full force and effect for six full months after the period in which verified claims may be filed as provided for in Section 3184 of the California Civil Code.

IN WITNESS WHEREOF, we have hereunto set our hands and seals on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

[PRINCIPAL]

By \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
Signature

[SURETY]

By \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

\_\_\_\_\_  
Signature

All signatures must be notarized.

Appropriate modifications shall be made to this form if the bond is being furnished for the performance of an act not provided for by agreement.

Corporations must affix corporate seal.

## CONTRACT DOCUMENT

### WORKER'S COMPENSATION INSURANCE CERTIFICATE

#### CITYWIDE TREE TRIMMING MAINTENANCE SERVICES

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of the Contract.

DATED: \_\_\_\_\_

\_\_\_\_\_  
CONTRACTOR

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

ATTEST:

By \_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

## CONTRACT DOCUMENT

### **INDEMNIFICATION AND HOLD HARMLESS AGREEMENT AND WAIVER OF SUBROGATION AND CONTRIBUTION**

#### **CITYWIDE TREE TRIMMING MAINTENANCE SERVICES**

To the fullest extent permitted by law, Indemnitor hereby agrees, at its sole cost and expense, to defend, protect, indemnify, and hold harmless the City of Gardena and its respective elected officials, officers, attorneys, agents, employees, volunteers, successors, and assigns (collectively "Indemnitees") from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith (collectively "Liabilities"), arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to any act, failure to act, error, or omission of Indemnitor or any of its officers, agents, servants, employees, subcontractors, materialmen, suppliers or their officers, agents, servants or employees, arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to the above-referenced contract, agreement, license, or permit (the "Agreement") or the performance or failure to perform any term, provision, covenant, or condition of the Agreement, including this indemnity provision. This indemnity provision is effective regardless of any prior, concurrent, or subsequent active or passive negligence by Indemnitees and shall operate to fully indemnify Indemnitees against any such negligence. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies which Indemnitees may have under the law. Payment is not required as a condition precedent to an Indemnitee's right to recover under this indemnity provision, and an entry of judgment against an Indemnitee shall be conclusive in favor of the Indemnitee's right to recover under this indemnity provision. Indemnitor shall pay Indemnitees for any attorney fees and costs incurred in enforcing this indemnification provision. Notwithstanding the foregoing, nothing in this instrument shall be construed to encompass (a) Indemnitees' sole negligence or willful misconduct to the limited extent that the underlying Agreement is subject to Civil Code 2782(a), or (b) the contracting public agency's active negligence to the limited extent that the underlying Agreement is subject to Civil Code 2782(b). This indemnity is effective without reference to the existence or applicability of any insurance coverages which may have been required under the Agreement or any additional insured endorsements which may extend to Indemnitees.

Indemnitor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the Indemnitor regardless of any prior, concurrent, or subsequent active or passive negligence by the Indemnitees. Accountants, attorneys, or other professionals employed by Indemnitor to defend Indemnitees shall be selected by Indemnitees.

In the event there is more than one person or entity named in the Agreement as an Indemnitor, then all obligations, liabilities, covenants and conditions under this instrument shall be joint and several.

"Indemnitor"

Company/Contractor \_\_\_\_\_

Name & Title \_\_\_\_\_

Signature & Date \_\_\_\_\_

# CONTRACT DOCUMENT

## CITYWIDE TREE TRIMMING MAINTENANCE SERVICES

### INSURANCE

CERTIFICATION OF INSURANCE (COI) SHALL BE SUBMITTED BY THE CONTRACTOR

- 1. COMMENCEMENT OF WORK.** Contractor shall not be authorized to commence Work under this Contract until it has obtained approved insurance. Before beginning Work hereunder, during the entire period of this Contract, for any extensions hereto, and for periods after the end of this Contract as may be indicated below, Contractor must have and maintain in place not less than the insurance coverages required in this Section at his sole cost and expense. Contractor's insurance shall comply with all items specified by this Contract. Any subcontractors shall be subject to all of the requirements of this Section and Contractor shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Contractor's insurance may cover all subcontractors. The insurance requirements are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Contractor under this Contract.
- 2. INSURANCE COMPANY REQUIREMENTS.** All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted doing business in the State of California. Insurers shall have a current Best's rating of not less than A-:VII, unless otherwise approved by City.
- 3. COVERAGES, LIMITS AND POLICY REQUIREMENTS.** Contractor shall maintain the types of coverages indicated below:
- 4. COMPREHENSIVE GENERAL LIABILITY INSURANCE.** A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either one million dollars (\$1,000,000) per occurrence or two million dollars (\$2,000,000) aggregate.
- 5. COMMERCIAL AUTO LIABILITY INSURANCE.** A policy including all coverages provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including Symbol 1 (any auto) with no special limitations affecting City. The minimum auto insurance coverage shall be one million dollars (\$1,000,000) combined single limit per accident.
- 6. WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE.** A policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars (\$1,000,000) per claim. The policy shall be issued by an insurance company which is admitted doing business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

In accordance with the provisions of section 1860 of the California Labor Code, Contractor's attention is directed to the requirement that in accordance with the provisions of section 3700 of the California Labor Code, Contractor and every subcontractor will be required to secure the payment of compensation of his or her employees, or obtain a certificate of consent to self-insurance by the Director of Industrial Relations in accordance with the requirements of Section 3700 of the California Labor Code.



In accordance with the provisions of section 1861 of the California Labor Code, Contractor shall sign and file with the awarding body the following certification prior to performing any work on the Project:

"I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract."

**7. POLICY REQUIREMENTS.** The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

- (i) City and its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy as respects liabilities arising out of the performance of any work done under the Contract.
- (ii) The insurer shall agree to provide City with thirty (30) days prior written notice, return receipt requested, of any cancellation, non-renewal or material change in coverage.
- (iii) For any claims with respect to the Project covered by this Contract, Contractor's insurance coverage shall be primary insurance as respects City and its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by City and its elected and appointed officers, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.
- (iv) The policy shall apply separately to each insured against whom claim is made or suit is brought except with respect to the limits of the company's liability.

**8. COURSE OF CONSTRUCTION INSURANCE.** Contractor shall provide course of construction insurance covering for "all risks" of loss in the amount of the completed value of the Work. The City shall be named as a loss payee and the insurer shall waive all rights of subrogation against the City. This policy shall be issued by an insurance company which is admitted doing business in the State of California and shall contain a clause that the policy may not be canceled until thirty (30) days written notice, return receipt requested, is mailed to the City. Course of Construction Insurance may be provided for each separate Phase.

**9. ADDITIONAL REQUIREMENTS.** The procuring of required insurance shall not be construed to limit Contractor's liability hereunder nor to fulfill the indemnification provisions and requirements of this Contract. City shall notify Contractor in writing of changes in the insurance requirements. If Contractor does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Contractor shall be deemed in default hereunder.

**10. DEDUCTIBLES.** Any deductible or self-insured retentions must be declared to and approved by City. Contractor shall guarantee that, at the option of the City, either: the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Contractor); or Contractor shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses in the amount of any deductibles or self-insured retentions.

**11. VERIFICATION OF COMPLIANCE.** Contractor shall furnish City with the required endorsements attached hereto. All documents are to be received and approved by City before Work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Contract, Contractor shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Contractor shall provide full copies of any requested policies to City within three (3) days of any such request by City.

**12. TERMINATION FOR LACK OF REQUIRED COVERAGE.** If Contractor, for any reason, fails to have in place, at all times during the term of this Contract, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Contractor's expense and/or terminate this Contract. Contractor shall indemnify, defend and hold harmless City and its elected and appointed officers, employees, agents and volunteers from any claim resulting from failure of either Contractor or any subcontractor to take out or maintain any insurance required by this Contract.

**13. EQUIPMENT COVERAGE.** Any policy or policies of insurance Contractor or his subcontractors elect to carry as insurance against loss or damage to construction equipment and tools or other personal property shall include a provision waiving the insurer's right of subrogation against City.

# GENERAL PROVISIONS

## CITYWIDE TREE TRIMMING MAINTENANCE SERVICES

### PART 1 – GENERAL PROVISIONS

#### SECTION 1 – GENERAL

**1-1 GENERAL.** The Standard Specifications for Public Works Construction (“Greenbook”) written and promulgated by the Southern California Chapter of the American Public Works Association and the Southern California Districts of the Associated General Contractors of California shall be the Standard Specifications of the City. All work shall conform to the 2021 edition, including supplements of the Standard Specifications, the Special Provisions which supplement or modify the Standard Specifications, as issued by the City (defined herein as “Agency”).

The above referenced Standard Specifications, Special Provisions and Standard Drawings are hereby made a part of the Contract Documents.

For the convenience of the Contractor, the section and subsection numbering system used in these Special Provisions corresponds to that used in the Standard Specifications.

**1-2 TERMS AND DEFINITIONS.** Whenever in the Standard Specification the following terms are used, they shall be understood to mean and refer to the following:

- |     |                             |  |
|-----|-----------------------------|--|
| (a) | AGENCY                      | The City of Gardena, a California municipal corporation.   |
| (b) | BOARD                       | The City Council of the City of Gardena.   |
| (c) | CONTRACT DOCUMENTS          | Documents including, but not limited to the proposal forms, Standard “Greenbook” Specifications, Special Provisions, Technical Provisions, Notice Inviting Bids, Instructions to Bidders, Bonds, Insurance, Contract and all Addenda setting forth any modifications of the documents. |
| (d) | CITY                        | The City of Gardena Director of Public Works or his authorized representative.   |
| (e) | BIDDER                      | An individual, co-partnership, association or corporation submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.  |
| (f) | LEGAL ADDRESS OF CONTRACTOR | The legal address of the Contractor to be the address given on the Contractor’s bid and is hereby designated as the place to which all notices, letters or other communications to the Contractor shall be mailed or delivered.  |
| (g) | LABORATORY                  | An established laboratory approved and authorized by the City for testing materials and work involved in the contract.   |

#### **1-7 AWARD AND EXECUTION OF THE CONTRACT.**

**1-7.1 General.** The proposal shall be fully executed and submitted on the forms provided by the Agency and shall be enclosed in a sealed envelope marked and addressed or submitted via email as directed in the "Notice Inviting Bids".

If the proposal is made by an individual, it shall be signed and his or her full name and address shall be given; if it is made by a firm, it shall be signed with co-partnership name by a general partner thereof, who shall also sign his or her known name, and the name and address of each member of such co-partnership shall be given; if made by a corporation, the name of the corporation shall be signed by its duly authorized officers and attested by the corporate seal.

Bidders are warned against making erasures or alterations of any kind on their Proposal. Proposals which contain omissions, erasures, alterations, conditions or additions not called for may be rejected.

At the time the Contract is awarded by the Agency, the Contractor shall be licensed under the provisions of Chapter 9, Division 3 of the Business and Professions Code of the State of California to do the type of work contemplated in the Contract and shall be skilled and regularly engaged in the general class or type of work required by this Contract.

**1-7.2 Contract Bonds.** The "Performance Bond" is equivalent to City's "Faithful Performance Bond."

**1-7.3 Examination of Specifications and Project Site.** Bidders shall read the specifications, review the drawings and examine the existing facilities to fully understand the project in order to plan for the improvements as shown in the contract, including local condition, uncertainty of weather and all other contingencies.

Bidders shall satisfy themselves by personal examination of the proposed work sites, and by such other means as they may choose as to actual conditions and requirements and as to the accuracy of the quantities stated in the Proposal forms. Information derived from the maps, plans, specifications, profiles, drawings, or from the City/Architect of the record, shall not relieve the bidder of this responsibility, and the interpretation of the data disclosed by borings or other preliminary investigations is not guaranteed nor is any liability assumed by the Agency.

**1-7.4 Interpretation of Drawings and Documents.** If a prospective bidder is in doubt as to the true meaning or intent of any part of the Contract Documents including the Specifications, or discovers discrepancies in, or omissions from, the Specifications or Drawings, he may submit to the City a written request for an interpretation or a correction thereof. Interpretations or corrections of the Contract Documents including the Specifications and Drawings, shall be made only by addendum duly issued by the City, and a copy of such addendum will be sent by certified mail, postage prepaid, or delivered to each person receiving a set of the Contract Documents whose address is known to the City and such addendum shall be considered a part of and incorporated in the Contract Documents.

**1-7.5 Award of Contract.** The Agency reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received.

Bids subsequently shown to be mathematically unbalanced would be rejected as nonresponsive.

A mathematically unbalanced bid is one containing lump sum or unit bid items which do not reflect reasonable actual costs plus a reasonable proportionate share of the bidder's anticipated profit, overhead costs, and other indirect costs, which he/she anticipates for the performance of the items in question.

“A bid is materially unbalanced if there is a reasonable doubt that award to the bidder submitting the mathematically unbalanced bid will result in the lowest ultimate cost to the Government. Consequently, a materially unbalanced bid may not be accepted.”

In selecting the Best Value bidder, consideration will be given to the general competency of the bidder for the performance of the work covered by the proposal. To receive favorable consideration, a bidder may be required to present evidence that he has successfully performed similar work of comparable magnitude or submit other evidence satisfactory to the Agency that he or his associates are competent to manage the proposed undertaking and to carry it forward to a successful conclusion. Professional integrity and honesty of purpose shall be essential requirements. A showing of adequate financial resources may be required, but will not alone determine whether a bidder is competent to undertake the proposed work.

**1-7.6 Execution of Contract.** A bidder whose proposal is accepted shall properly sign a written contract with the Agency on the form attached hereto and return said contract together with good and approved bonds and insurance certificates as required by the Contract Documents **within twenty-one (21) calendar days** from the date of the mailing of a notice from the Agency to the bidder, according to the address given by him, of acceptance of his proposal.

If a bidder whose proposal is accepted fails or refuses to enter into a contract as herein provided, or to conform to any stipulated requirement in connection therewith, the money represented by his check or bidder's bond shall be refunded less the difference between the low bid and the bid of the bidder with whom the Agency enters into an agreement in accordance with the provisions of the Public Contracts Code Section 20174. At the discretion of the Agency, an award may be made to the bidder whose proposal is the next most acceptable to the Agency, and such bidder and his surety shall fulfill every stipulation embraced herein as if he were the party to whom the first award was made.

**1-7.8 Precedence of Contract Documents.** The order of precedence of contract document shall be:

Requirements of law, including the Code and Ordinances of the

	City of Gardena.
SECOND	Permits from other agencies as may be required by law.
THIRD	Permits from City of Gardena Departments as may be required by law or ordinance.
FOURTH	The Contract.
FIFTH	The Bid Proposal.
SIXTH	Addenda.
SEVENTH	Notice Inviting Bids.
EIGHTH	Instructions to Bidders.
NINTH	Technical Provisions.
TENTH	Plans.
ELEVENTH	General Provisions of the Standard Specifications.
TWELFTH	Standard Plans.
THIRTEENTH	Standard Specifications for Public Works Construction (current edition).
FOURTEENTH	Caltrans Standard Plans and Specifications.
FIFTEENTH	Reference Specifications.

Change orders, supplemental agreements, and approved revisions to Plans and Specifications will take precedence over documents listed above, except those listed as FIRST, SECOND and THIRD. Detailed plans shall have precedence over general plans.

## **SECTION 2 – SCOPE OF THE WORK**

**2-2 PERMITS.** The Contractor will obtain, at no cost to the Agency, all permits necessary to perform the work on streets, highways, railways or other rights-of-ways. The Contractor shall obtain and pay for all costs incurred for permits necessitated by its operations such as, but not limited to those permits required for night work, overload, blasting and demolition. For private contracts, the Contractor shall obtain all permits incidental to the work or made necessary by its operations, and pay all costs incurred by the permit requirements.

The Contractor and each subcontractor employed upon the work must have or obtain a valid City of Gardena Business License in accordance with the provisions of the Gardena Municipal Code.

### **2.10 DISPUTED WORK.**

**2.10.1 Retention of Imperfect Work.** If any portion of the work done or materials furnished under the contract proves defective or not in accordance with the specifications and contract drawings, and if the imperfection in the same is not of sufficient magnitude or importance to

make the work dangerous or undesirable, or if the removal of such work is impracticable or will create conditions which are dangerous or undesirable in the opinion of the City, the City shall have the right and authority to retain the work instead of requiring it to be removed and reconstructed, but he shall make deductions therefor in the payment of the contract item due Contractor as may be just and reasonable.

## **2-11. DISPUTE RESOLUTION.**

**2-11.1 Requests for Contract Adjustments and Relief.** If either Contractor or the Agency believes that it is entitled to relief against the other for any event arising out of or related to the work or Project, such party shall provide written notice to the other party of the basis for its claim for relief. Such notice shall, if possible, be made prior to incurring any cost or expense and in accordance with any specific notice requirements contained in the applicable sections of this Contract.

In the absence of any specific notice requirement, written notice shall be given within a reasonable time, not to exceed fourteen (14) days, after the occurrence giving rise to the claim for relief or after the claiming party reasonably should have recognized the event or condition giving rise to the request, whichever is later. Such notice shall include sufficient information to advise the other party of the circumstances giving rise to the claim for relief, the specific contractual adjustment or relief requested and the basis of such request.

**2-11.2 Dispute Avoidance and Resolution.** The parties are fully committed to working with each other throughout the Project and agree to communicate regularly with each other at all times so as to avoid or minimize disputes or disagreements. If disputes or disagreements do arise, Contractor and the Agency each commit to resolving such disputes or disagreements in an amicable, professional and expeditious manner so as to avoid unnecessary losses, delays and disruptions to the work under the Contract.

Contractor and the Agency will first attempt to resolve disputes or disagreements at the field level through discussions between Contractor's Representative and the City.

If a dispute or disagreement cannot be resolved through the Contractor's Representative and the City, Contractor's Chief Executive Officer or similar senior representative and the Gardena City Manager, or designee, upon the request of the other party, shall meet as soon as conveniently possible, but in no case later than twenty (20) days after such a request is made, to attempt to resolve such dispute or disagreement. Prior to any meeting between the parties' senior representatives, the parties will exchange relevant information that will assist the parties in resolving their dispute or disagreement.

If, after meeting, the senior representatives determine that the dispute or disagreement cannot be resolved on terms satisfactory to both parties, the parties may submit the dispute to binding or non-binding mediation. The mediation shall be conducted in any manner and by any person or mediation association mutually acceptable to the parties.

**2-11.3 Arbitration.** Any claims, disputes or controversies between the parties arising out of or relating to the Contract, or the breach thereof, which have not been resolved in accordance with the procedures set forth in Section 9-4.2 above may be decided by binding or non-binding arbitration. The arbitration shall be conducted in any manner and by any person or arbitration association mutually acceptable to the parties.

**2-11.4 Claims Disputes.** Any claims of Contractor, as "claims" are defined in California Public Contract Code Section 9204 shall be processed in accordance with that section. Section 9204 provides in relevant part that upon receiving a claim from a contractor, together with reasonable documentation to support the claim, a contracting public entity shall conduct a reasonable

review of the claim and, within a period not to exceed 45 days [except as otherwise provided in Section 9204], shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. If the public entity fails to issue a written statement, Section 9-4.3 shall apply. If the contractor disputes the public entity's written response, or if the public entity fails to respond to a claim within the time prescribed, the contractor may demand in writing an informal conference to meet and confer for settlement of the issues in dispute.

Upon receipt of a demand in writing sent by registered mail or certified mail, return receipt requested, the public entity shall schedule a meet and confer conference within 30 days for settlement of the dispute. Within 10 business days following the conclusion of the meet and confer conference, if the claim or any portion of the claim remains in dispute, the public entity shall provide the claimant a written statement identifying the portion of the claim that remains in dispute and the portion that is undisputed.

Any payment due on an undisputed portion of the claim shall be processed and made within 60 days after the public entity issues its written statement. Any disputed portion of the claim, as identified by the contractor in writing, shall be submitted to nonbinding mediation, with the public entity and the contractor sharing the associated costs equally. The public entity and contractor shall mutually agree to a mediator within 10 business days after the disputed portion of the claim has been identified in writing. If the parties cannot agree upon a mediator, each party shall select a mediator and those mediators shall select a qualified neutral third party to mediate with regard to the disputed portion of the claim. Each party shall bear the fees and costs charged by its respective mediator in connection with the selection of the neutral mediator. If mediation is unsuccessful, the parts of the claim remaining in dispute shall be subject to other applicable procedures.

## **2-13 DRAWINGS AND SPECIFICATIONS (SERVICES REPORT).**

Prior to each progress payment, the Contractor shall deliver to the City, a "Services Report" with all services provided by location, district number and identify the species type for the billing period being submitted. Failure to provide a "Services Report" will cause progress payment to be withheld until information is provided to the City.

After completion of the work and before final payment for the year, the Contractor shall deliver to the City a complete set of "Service Reports" for the year. The final form and detail of "Service Reports" are subject to the acceptance of the City.

**2-14 MARKING REMOVAL.** All markings placed by the Contractor, City, and Underground Service Alert (USA) during construction shall be removed at the completion of the work. These markings shall include, but not limited to, paint, stakes, and metal tags.

All cost associated with removal of markings shall be included in the bid prices for the applicable bid items. Failure of the Contractor to remove these markings shall be cause for the City to do the work and withhold the costs from the Contractor's final payment.

## **SECTION 3 – CONTROL OF THE WORK**

**3-5 INSPECTION.** Inspection shall be made on a daily basis for areas ready for inspection. Areas or items that fail inspection or that are not ready for inspection shall be rescheduled by the contractor.



**Inspection of the work shall not relieve the contractor of the obligation to fulfill all conditions and requirements of the contract.**

**3-6 THE CONTRACTOR'S REPRESENTATIVE.** The Contractor shall furnish the City with the name, address and cell/business/home telephone numbers of the person responsible for the maintenance of barricades, traffic control signs, lights and other safety devices.

### **3-12 WORK SITE MAINTENANCE.**

**3-12.1 General.** The Contractor shall keep the work site clean and free from rubbish and debris. The Contractor shall abate dust nuisance by cleaning, sweeping and sprinkling with water in keeping with the AQMD and NPDES requirements. Debris, soil or other matter shall not be washed into storm drains, but shall be collected and disposed of in a legal, responsible manner. The construction area shall be cleaned with a power sweeper at the end of every workday and when deemed necessary by the City.

The Contractor shall maintain drainage within and through the work areas. Earth dams will not be permitted in paved areas. Use temporary sandbags to control the site perimeter. At the completion of the project, sandbags shall become the property of the City of Gardena and shall be remain in place.

The Contractor shall not spill on haul routes. Any such spillage shall be removed immediately, and the area cleaned.

Stockpiling of construction materials or debris on City right-of-way shall be in accordance with the NPDES permit and shall be approved by the inspector. At the completion of work, the Contractor shall thoroughly clean all work areas.

**3-12.2 Air Pollution and Surface Maintenance Control.** The Contractor shall obtain a construction water meter from Golden State Water including required deposit and fees. The Contractor shall pay for the water used, at the current water rates. All arrangements for construction water shall be made by contractor with Golden State Water at the Contractor's expense.

### **3-12.4. Storage of Equipment and Material.**

**3-12.4.1 General.** All costs associated with the disposal of all excavated or demolition materials, including any gate fees, shall be paid by the Contractor. These costs shall be included in the bid price for the applicable bid items.

Prior to any excavated or demolition material being removed from the construction site, the Contractor shall notify the City as to the hauling route and destination for disposal. If the location for disposal is other than a county landfill then the Contractor shall provide the City with written permission and release of liability for the City from the owner of the property where the material will be deposited.

The City has an exclusive agreement with Waste Resources, Inc. and no other firm may provide bulk trash bins in the event the work requires this service.

**3-12.4.2 Storage in Public Streets.** Construction equipment shall not be stored at the construction site, any public street or publicly owned facilities without approval of the City. Contractor shall store equipment at a contractor's rental yard.

All excavated material that is to be hauled to and disposed of at a County landfill site by the

Contractor is subject to a County gate fee based on tonnage.

**3-12.5.4 Protection and Restoration of Existing Improvements.** Any facilities, structures, water lines, landscaping, surfaces, signs, pavement markings, painted curbs, house numbers, etc., which are damaged during construction shall be restored to the satisfaction of the City. Damaged water lines shall be repaired immediately at no additional cost to the city.

**3-12.5.5 Access to Private Property.** The Contractor shall be aware that business and residential access must be maintained at all times. The Contractor shall schedule operations to minimize interference with access to private property.

The main access way to any business or home shall not be completely blocked for more than one four-hour period a day; blockage shall be limited to one twenty-four (24) hour period when concrete is poured.

Temporary access ways shall be provided from the street to the main access way of all businesses and homes by use of traffic rated steel plates or any other method approved by the city.

Payment for this item shall be included in the applicable contract work item.

### **3-13 COMPLETION, ACCEPTANCE, AND WARRANTY.**

**3-13.3 Warranty.** In addition to the guarantees as required in Section 1-7.2 and 3-13.3 of the Standard Specifications, the Faithful Performance Bond shall remain in full force and effect for a period of one-year after acceptance of the work by the Agency to insure that defects which may appear within said period, will be repaired, replaced, or corrected by the Contractor, at his own cost and expense, to the satisfaction of the City within thirty (30) days after written notice thereof by the Agency.

## **SECTION 4 – CONTROL OF MATERIAL**

### **4-1 GENERAL.**

**4-1.1 Warranty of Title.** No materials, supplies or equipment for the work under this Contract shall be purchased subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest therein or any part thereof is retained by the seller or supplier.

The Contractor warrants clear and good title to all materials, supplies and equipment installed and incorporated in the work, and agrees upon completion of all work to deliver the premises, together with all improvements and appurtenances constructed or placed thereon by him to the Agency free from any claims, liens, encumbrances or charges, and further agrees that neither he nor any person, firm or corporation furnishing any material or labor for work covered by the Contract shall have any right to a lien upon the premises or any improvement or appurtenance thereon; provided, that this shall not preclude the Contractor from installing metering devices or other equipment of utility companies the title of which is commonly retained by the utility company. Nothing contained in this section shall defeat or impair the right of such persons furnishing materials or labor under any bond given by the Contractor for their protection, or any right under any law permitting such persons to look to funds due the Contractor, which are in the hands of the Agency.

The provisions of this section shall be inserted in all subcontractor's and material contracts, and notice of its provisions shall be given to all persons furnishing materials for the work when no formal contract is entered into regarding such materials.

## **SECTION 5 – LEGAL RELATIONS AND RESPONSIBILITIES**

**5-4 INSURANCE.** In lieu of Section 5-4 of the Standard Specifications, refer to the City Contract Documents Section, CD-10, for detail requirements.

**5-5 ANTITRUST CLAIMS.** By entry into this Contract, Contractor hereby acknowledges the terms of Section 7103.5 of the Public Contract Code and hereby offers and agrees to assign to the Agency all rights, title and interest in all causes of action it may have outlined above.

### **5-7 SAFETY.**

**5-7.4 Hazardous Substances.** As required by Public Contract Code Section 7104, if this Contract involves digging trenches or other excavations that extend deeper than four (4) feet below the surface, Contractor shall promptly, and prior to disturbance of any conditions, notify the Agency of: (1) any material discovered in excavation that Contractor believes to be a hazardous waste that is required to be removed to a Class I, Class II or Class III disposal site; (2) subsurface or latent physical conditions at the site differing from those indicated by the Agency; and (3) unknown physical conditions of an unusual nature at the site, significantly different from those ordinarily encountered in such contract work. Upon notification, the Agency shall promptly investigate the conditions to determine whether a change order is appropriate. In the event of a dispute, Contractor shall not be excused from any scheduled completion date and shall proceed with all work to be performed under the Contract, but shall retain all rights provided by the Contract and by law for making protests and resolving the dispute.

**5-7.4.1 Edison Energized Conductors.** Contractor hereby promises and agrees that in the performance of the work specified in this Contract, it will employ and utilize only qualified persons, as hereinafter defined, to work in proximity to Edison's secondary, primary and transmission facilities. The term "qualified person" is defined in Title 8, California Administrative Code, Section 2700, as follows:

"Qualified Person: A person who by reason of experience or instruction is familiar with the operation to be performed and the hazards involved."

Contractor further promises and agrees that the provisions of this section shall be and are binding upon any subcontractor or subcontractors that may be retained by it, and that Contractor shall take such steps as are necessary to assure compliance by said subcontractor or subcontractors with the requirements of this section.

**5-7.4.2 Emergency Provisions.** Unusual conditions may arise on the work which will require that immediate and unusual provision be made to protect the public from danger or loss or damage to life and property, due directly or indirectly to the prosecution of the work, and it is part of the service required of the Contractor to make such provisions and to furnish such protection.

Whenever, in the opinion of the Agency, an emergency exists of which the Agency is aware and against which the Contractor has not taken sufficient precaution for the safety of the public or the protection of utilities or of adjacent structures or property which may be injured by the progress of construction; and whenever, in the opinion of the Agency, immediate action shall be considered necessary in order to protect public or private personnel or property interests, or prevent likely loss of human life or damage on account of the operations under the Contract, then in that event, the Agency may provide suitable protection to said interests by causing such work to be done and material to be furnished, as in the opinion of the Agency may seem reasonable and necessary, all at the expense of the Contractor.

## SECTION 6 – PROSECUTION AND PROGRESS OF THE WORK

### 6-1 CONSTRUCTION SCHEDULE AND COMMENCEMENT OF THE WORK

**6-1.1 Maintenance Schedule.** The Contractor's proposed construction schedule shall be submitted to the City within fourteen (14) calendar days after the date of the contract execution. The time of completion as specified in Section 6-3, shall commence on the date of the "Notice to Proceed."

The City will review the schedule and may require the Contractor to modify the schedule to conform to the requirements of the Contract Documents. If work falls behind the approved schedule, the Contractor shall be prohibited from starting additional work until the Contractor has exerted extra effort to meet the original schedule and has demonstrated that the ability to maintain the approved schedule in the future. Such stoppages of work shall in no way relieve the Contractor from the overall time of completion requirement, nor shall it be construed as the basis for payment of extra work because additional personnel and equipment were required on the job.

The Contractor shall include in his bid all costs to perform the work under this contract on a weekly basis. The Contractor shall begin and complete work each week prior to starting work in subsequent stages unless previous permission is obtained from the City. The contractor shall stage the work to allow parking on the next adjacent streets. Restricting parking on multiple adjoining streets shall require approval of the City.

**6-1.2 Commencement of the Work.** City may establish a Notice to Proceed (NTP) date no later than thirty (30) calendar days after the date of the contract execution. Prior to issuing the Notice to Proceed, the City will schedule a preconstruction meeting with the Contractor to review the proposed construction schedule and delivery dates, arrange utility coordination, discuss construction methods and clarify inspection procedures.

No work shall begin until a "Notice to Proceed" has been issued, a preconstruction meeting has been conducted, and a schedule of the work has been approved by the City. The Contractor shall submit a construction schedule to the City for approval a minimum of five (5) working days prior to commencing any work. Schedule may be bar chart or Critical Path Method, CPM, style.

The names, addresses and telephone numbers of the Contractor and subcontractors, or their representatives, shall be filed with the Public Works Superintendent and the County Sheriff's Department or the City Police Department prior to beginning work.

The Contractor shall also notify the City of Gardena and the owners of all utilities and substructures within the Project area not less than 48 hours prior to starting construction. The following utility companies list of names and telephone numbers is intended for the convenience of the contractor and is not guaranteed to be complete or correct:

<b>COMPANY</b>	<b>CONTACT</b>	<b>TELEPHONE NO.</b>
Southern California Edison	Tricia Miller	626.533.0640
Southern California Gas	Melissa Fukunaga: Tech Services Planning: Attn - Lead Planner	213.231.7281
AT&T	Terence Little	626.817.4252
	Raymond Dover	310.515.4257
Gardena Police	Dispatch	310.3237911

L.A. County Fire Dept.		310.323.7911
Time Warner Communications	Arturo Fernandez	310.750.9099
Crown Castle	Hector Aguilera	951.454.5111
Waste Resources of Gardena	Lorena Rodriguez	310.366.7600
Golden State Water Co.	Conde Ventura	310.436.6950 x107
	Joseph Salcido	310.660.0320 x101
L.A. County Flood Control	Daryll Chenoweth	626.458.3129
L.A. Sanitation District	Jon Ganz	562.908.4288
Metropolitan Water District	Civil Eng. Substructures Section	213.217.7059
Chevron Pipeline	Dave Zerler	310.669.4014
Underground Service Alert		800.422.4133

**6-1.3 Working Day.** The Contractor's working hours shall be limited to the hours between 8:00 A.M. and 4:00 P.M., Monday through Friday except holidays. Deviation from normal working hours will not be allowed unless written permission has been duly obtained beforehand from the office of the Public Works. The Contractor shall provide adequate light for proper prosecution of the work, for the safety of the workmen and the public, and for proper inspection.

**If the Contractor works beyond the allowed working hours without prior written approval from the City, the Contractor may be charged Five Hundred (\$500) for each occurrence as required by the City. The amount will be deducted from a progress payment or bond.**

Contractor hereby acknowledges and shall be required to comply with the provisions of California Labor Code Section 1810 et seq. According to those sections, eight (8) hours of labor shall constitute a legal day's work. Contractor shall pay to the Agency a penalty of Twenty-Five Dollars (\$25.00) for each worker employed in the execution of this Contract by Contractor, or by any Subcontractor, for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any calendar day or forty (40) hours in anyone (1) calendar week, except when payment for overtime is made at not less than one and one-half (1-1/2) times the basic rate for that worker.

In the event of either a requested or emergency deviation, inspection service fees will be charged against the Contractor. The service fees will be calculated at overtime rates including benefits, overhead and travel time. The service fees will be deducted from any amounts due to the Contractor.

**6-1.4 Notice and Service Thereof.** Any notice required or given by one party to the other under the contract shall be in writing and shall be dated and signed by the party giving such notice or by a duly authorized representative of such party. Any such notice shall not be effective for any purpose whatever unless served in the following manner:

Notice shall be given to the Agency by personal delivery thereof to the City of Gardena or by depositing the same in the United States mail enclosed in a sealed envelope, registered and with postage prepaid, addressed to:

Public Works Department  
City of Gardena  
1717 W. 162<sup>nd</sup> Street  
Gardena, CA 90247-3778

Notice shall be given to the Contractor by personal delivery thereof to said Contractor or to his authorized representative at the site of the project, or by depositing the same in the United States mail, enclosed in a sealed envelope addressed to said Contractor at the address established for the conduct of the work under this Contract, postage prepaid and registered.

Notice shall be given to the Surety, or any other person, by personal delivery to said Surety or other person, or by depositing the same in the United States Mail, enclosed in a sealed envelope addressed to such Surety or persons at the address of said Surety or persons last communicated to the party giving the notice, postage prepaid and registered.

Notification of Property Owners and Tenants - The Contractor shall notify each property owner and/or tenant in the project area in writing five (5) working days prior to the start of construction. If pedestrian or vehicular access to private property is to be blocked, the Contractor shall again notify each property owner and/or tenant in writing five (5) working days prior to construction activities. The Contractor shall provide additional notices when a lapse time occurs during each phase/segment work.

**The written notice shall be submitted to the City for approval prior to being delivered.**

## **6-2 PROSECUTION OF THE WORK.**

**6-2.1 Contractor's Responsibility for Work.** Until the formal acceptance of the work by the Agency, the Contractor shall have the charge and care thereof and shall, subject to the insurance protection furnished in accordance with the Section 1-7.6 and 5-4 hereof, bear the risk of accident, loss or damage to any part thereof by action of the elements or from any other cause, whether arising from the execution or from the non-execution of the work. The Contractor shall rebuild, repair, restore and otherwise correct damages to any portion of the work occasioned by any of the above causes before its acceptance.

In case of suspension of work from any cause whatsoever, the Contractor shall be responsible for all materials and the proper temporary storage thereof.

## **6-3 TIME OF COMPLETION.**

**6-3.1 General.** The contract time shall begin per the City's written notification. The Contract is for a period of four years (48 months) of tree trimming maintenance services to trim the trees in the designated areas. An annual inflation factor rate of up to 5% based upon the United States Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) may be applied ONLY to the Optional Services if pre-approved by the Director or Public Works.

Work must be completed within the working days specified for the project. In addition, the Contractor shall notify the City 24 hours in advance of the actual commencement of work.

No work shall be undertaken during the City's holiday closures. It is the Contractor's responsibility to determine the City's closure dates.

**6-9 LIQUIDATED DAMAGES.** An invoice will be submitted at the end of each month for completed work in that month. Incomplete work, work not performed, areas not completed within the applicable time frame or areas not in compliance with the standards and requirements set forth in these Special provisions will be deducted from the monthly invoice and may be subject to liquidated damages. The City will inspect on an as needed basis. Items not completed will be documented on a Deficiency/Action document that is required to be corrected on or before the next scheduled service day. Items that appear repetitively on the Deficiency/Action form may be

subject to liquidated damages. The Contractor will have ten (10) calendar days to complete all items on the Deficiency/Action form. All items not completed within ten (10) days will be subjected to liquidated damages in which the Contractor shall pay to the City or to be withheld from the Contractor's progress payments, the daily sum of one thousand dollars (\$1000).

The intent of this section is to emphasize to the Contractor the importance of prosecuting the work in an orderly preplanned continuous sequence to minimize inconvenience to residents, businesses, vehicular and pedestrian traffic, and to the public as a result of construction operations.

## **SECTION 7 – MEASUREMENT AND PAYMENT**

### **7-1 MEASUREMENT OF QUANTITIES FOR UNIT PRICE WORK.**

**7-1.2 Method of Measure.** The quantities shown on the Bid Schedule are approximate only. The Contractor will be paid for the actual quantities of work based on approved field measurements as provided for in these Specifications. The City reserves the right to increase or decrease the amount of any item or portion of work to be performed or materials furnished, or to delete any item, in accordance with the Specifications. Additional bid item work shall be completed within the total working days in these specifications. Additional working days maybe allowed with the approval of the City.

### **7-3 PAYMENT.**

**7-3.2 Partial and Final Payment.** The closure date for periodic progress payments will be the twenty-fifth day of each month. Authorization to pay is commonly received on the tenth day of the following month. However, payments will be withheld pending receipt of any outstanding reports required by the Contract Documents.

**7-3.3 Delivered Materials.** The City will NOT honor or make any progress payments for materials ordered and delivered to the job site by the Contractor unless prior approval is obtained from the City.

### **7-4 PAYMENT FOR EXTRA WORK.**

**7-4.3 EXTRA WORK.** Extra Work is defined as any additional services not identified in the bid schedule, optional services, or specifications. When work is performed on a "time and materials" basis, the following percentages shall be added to the Contractor's cost and shall constitute the markup for all overhead and profits:

1)	Labor .....	20
2)	Materials .....	15
3)	Equipment Rental.....	15
4)	Other Items and Expenditures.....	15

To the sum of the costs and markups provided for in this section, 1 percent shall be added as compensation for bonding.

When all or any part of the extra work is performed by a Subcontractor, the markup established above shall be applied to the Subcontractor's actual cost of such work. A markup of 10 percent on the first \$5,000 of the subcontracted portion of the extra work and a markup of 5 percent on work added in excess of \$5,000 of the subcontracted portion of the extra work may be added by the Contractor.

## **END OF GENERAL PROVISIONS**

## TECHNICAL PROVISIONS

### CITYWIDE TREE TRIMMING MAINTENANCE SERVICES

**PREFACE:** All work and materials shall conform to the "Standard Specification for Public Works Construction", 2021 edition, except as modified by the contract and these Technical Provisions.

Incidental Work - All work and materials required by the plans and specifications, and not specifically listed in the bid schedule items of work, shall be considered incidental and no additional payment shall be made therefore. Incidental items shall include, but are not limited to, mobilization, implementation of the applicable SWPPP or Best Management Practices for the protection of storm drain structures, adjusting utility access covers to grade, saw cutting, excavation and disposal of materials, survey, traffic control and coordination of utilities.

## PART 3 – CONSTRUCTION METHODS

### SECTION 300 – EARTHWORK

#### 300-1 CLEARING AND GRUBBING.

**300-1.2 Root Pruning and Tree Trimming.** Tree trimming and root pruning shall be performed as specified in the Special Provisions.

**300-1.2.1 General.** All trees in the City's right-of-ways, city facilities and public open space are included in this contract. Location of the trees may be curbside, within a public park, in public open space or a city facility. Some trees may have limited access for equipment and clean up. All trimming performed in right-of-ways, in City parks, or open space shall be invoiced at unit prices per the bid schedule. For non-exclusive or emergency/call out shall be invoiced at the unit prices per the Optional Services' bid schedule with prior written approval by the City. Optional Services are reserved for any additional work not covered in the base scope of work/bid schedule.

**300-1.2.2 Protection of Work.** The contractor shall continuously maintain adequate protection of all work from damage, and the City will not be held responsible for the care or protection of any material, equipment, or work, unless expressly provided for in the contract documents.

**300-1.2.3 Safety Standards.** Tree maintenance shall only be performed by qualified tree workers, who through related training, or on the job experience, or both, are familiar with the practices and hazards of arboriculture, and the equipment used in such operations. Safety standards will be followed according to guidelines listed in the American Standards Institute publication Z133.1 and as determined by the City. Operations shall comply with applicable Occupational Safety and Health Administration (OSHA) standards as well as state and local regulations. Prior to the beginning of contracted operations, the Contractor will furnish the City a current list indicating the equipment to be used for the project. All equipment shall be in a safe and working condition. Contractor shall have current OSHA Aerial Tower inspection certificates provided for all aerial equipment to be used on the job. All Certificates must be submitted with the bid. Current SB 198 Safety and Procedure manuals must be present at all times in contractor's vehicles during the course of the contract. Copies of manuals shall be presented to the City at the pre-job meeting.



**300-1.2.4 Pruning Standards.** Pruning standards will generally conform to the most recent editions of *Tree Pruning Guidelines* (International Society Of Arboriculture, 1995) and the guidelines listed in the American National Standard Institute publication ANSI-A300 (Part 1) 2008, the National Arborist Association. The purpose of the specifications is to preserve tree health and structure.

Pruning tools use in making pruning cuts shall be kept adequately sharpened to result in final cuts with a smooth surface and firmly attached remaining adjacent bark. A thinning cut should be the preferred type of cut to make. Heading cuts should rarely be used on mature trees. Tree branches should be removed in such a manner so as not to cause damage to other parts of the tree or to other plants or property. When necessary, ropes or other equipment should be used to lower large branches or portions of branches to the ground. All pruning of trees shall include hazard reduction; maintenance pruning is required and is included in the 'Full Trim' unit price. 'Full Trims' shall include all crown cleaning, crown thinning, crown raising, crown reduction traffic/vista pruning, and crown restoration that may be necessary for the individual safety and health conditions of each tree

A mixed forest of old and young trees exists in the City of Gardena. Pruning standards must endeavor to balance health, function, preservation and beauty with the structural integrity necessary for safety. Trees not conforming to the guidelines due to unique characteristics, location, function, age, condition, and objective of the pruning must be considered prior to significant modifications. Modifications for street clearance, driveways and building shall be discussed and approved by the City.

**300-1.2.5 Staging Area.** It shall be the Contractor's responsibility to locate any storage sites for equipment needed and such sites either located on public or private property must be approved in advance by the City. When storage sites are to be located upon private property, the contractor shall be required to submit to the City, written approval from the record owner authorizing the use of the property by the contractor.

**300-1.2.6 Work Schedule.** A schedule will be implemented through monthly work orders from the Superintendent. Work orders shall consist of Unit price trimming and removals as determined by the City. This schedule will be modified, as necessary during the course of the contract, based on the City's trimming needs.

**300-1.2.7 Site Cleanup.** Cleanup of any debris resulting from any tree pruning or removal operations shall be promptly and properly accomplished. The work area shall be kept safe at all times until all operations are completed. Under no circumstances shall the accumulation of debris be allowed in such a manner as to result in a hazard to the public. All debris from tree operations shall be cleaned up each day before the work crew leaves the site unless permission is given by City Representative to do otherwise. All lawn areas, parkways, street and sidewalk shall be raked and/or blown clean, and all branches or other debris shall be removed from the site. All areas are to be left in a condition equal to or better than that which existed prior to the commencement of tree pruning or tree removal operations.

Debris, trimmings, branches and wood shall be removed from the worksite by the Contractor and disposed of and shall follow as closely as possible to the trimming or removal operation. At all times prior to vacating the work site, the contractor shall clean up and remove trimmings and debris. All areas shall be left clean and free of debris at the close of each day's operation. Work shall not start before 7 am or continue past 6 pm.

Under no circumstances will any debris be permitted to enter the storm drain system.

**300-1.2.8 Disposal of Green Waste.** The Contractor shall comply with Assembly Bill AB 939. The Contractor shall employ a chipper to grind as much of the tree trimming debris which has been generated from the tree trimming/removal operations as possible. Tree trimming debris shall not be disposed of as refuse. All tree trimming debris shall be recycled at a green waste facility or spread as mulch. A report that quantifies the amount of green waste diverted shall be submitted each month to the City. The monthly Green Waste Recycling report is included in the proposal amount. Wood chips can only be dumped and spread on public land within the city limits on request from the city. All chips requested to be recycled on public land are required to be spread the same day and cannot exceed 5-inches in depth. Form of reporting and/or reporting forms must be approved by the Public Works Director or his representative prior to commencement of the contract.

**300-1.2.9 Climbing Techniques.** Climbing and pruning practices should not result in injury to the trees. Injury from the pruning cut shall be minimized by use of the proper method, location and angle of the pruning cut.

Climbing spurs shall not be used for tree trimming, but may be used during aerial rescue or when removing the same tree. Rope burns to thin barked tree shall be avoided by use of a block or leather sleeve between the crotch.

**300-1.2.10 Certified Arborist/Certified Tree Worker.** The Contractor shall ensure that a certified arborist, as accredited by the International Society of Arboriculture oversees the tree work according to these specifications.

The Contractor shall ensure that any tree crew will have at least one certified tree worker, as accredited by the International Society of Arboriculture to perform the tree trimming work to the contract standards.

**300-1.2.11 Competing Plant Material.** Competing plant material or plant material clinging or attached to the tree trunk or branches in the canopy such as ivy, volunteer trees or woody shrubs shall be removed to provide an 18-inch clear area around the trunk and buttress. The Contractor is responsible for minimizing harm to the trunk and branches during this operation. All competing plant material shall be removed unless directed otherwise by the City representative.

**300-1.2.12 Emergency Work.** Emergency tree trimming or other optional service removal operations will be determined by the City as the hazardous conditions are identified. All emergency work will require initial response within one hour of notification. Notification to an emergency phone will be considered proper notification. The Contractor shall have the capability to receive and respond immediately to a call of an emergency nature during normal working hours and during hours outside of normal working hours. Calls of an emergency nature received by the City shall be referred to the Contractor for immediate disposition. The Contractor shall have the duty to respond to the emergency jobsite within two (2) hours from time of the initial response.

The Contractor is required to provide 24-hour emergency phone numbers and names of a minimum of two (2) contact individuals at the Pre-job meeting. Should the phone number or contact person change during the course of the contract, those updates must be provided to the City. The Contractor's name and telephone number will also be listed with the Police Department.

Upon arriving at any emergency situation, it shall be the responsibility of the Contractor to eliminate all unsafe conditions that would adversely affect the health, safety or welfare of the public. The Contractor shall be required to provide all traffic control required during the emergency operation.

Should the work involve any high voltage lines, the Contractor shall be required to notify the responsible utility company.

Emergency work shall be invoiced at the contract unit price as defined in the optional services and each unit prices shall include equipment, labor, tools and materials to complete the work and clear and/or secure the site from danger to the public. During rain events, on streets where high traffic is an issue, or during a time when further work will be disruptive to an event or the community, only that which is necessary to provide safety for the public and emergency workers is required and authorized. Work to complete an emergency tree issue after the first response will be billed at the established unit price for trimming or removals. All work that is necessary to complete for the tree trimming or removal following the initial emergency response is required to be completed within 5 working days of the emergency notification.

Failure to respond within two (2) hours of attempt to contact may result in a \$500 penalty per incident and may be grounds for termination. Failure to respond to an emergency at any level will subject the Contractor to any primary or secondary costs arising from said emergencies.

**300-1.2.13 Full Trim Specifications.** Full trim includes all hazard reduction and maintenance pruning as is necessary to establish safety, improve health and structure of the tree as required by the contract pruning standards and as directed by the City Forester. All pruning types listed below are included in the bid price.

### **Crown Cleaning**

- Removal of all diseased, broken, crowded, crossing, weakly attached, low vigor branches and water sprouts and dead wood to a minimum size of 1.5 inches in diameter throughout the tree's crown.
- Provide uniform distribution of branches and foliage throughout the crown. A general rule is to maintain 50 % of the foliage on branches arising from the lower two-thirds of the tree.
- Remove stubs, cutting outside the collar or wound wood tissue that has formed around the branch.
- Reduce end weight on heavy, horizontal branches by removing small diameter branches near the ends of the scaffolds or to an appropriate vertical branch (one-third the diameter of the branch being removed) to provide clearance over streets, roofs, sidewalks, parking lots, structures and pedestrian areas.
- Young trees are pruned to enhance the development of strong structure that is consistent with the normal character of the species.
- Excurrent trees are pruned to maintain a strong central leader with good spacing of radial scaffold branches.
- Decurrent trees are pruned to develop sturdy, tapered trunks with well-spaced lateral scaffold branches proportional in size.
- Competing leaders are reduced or removed.
- "Lion-tailing" or removing all interior lateral branches is not permitted.

### **Crown Thinning**

- Selective removal of branches to reduce weight on heavy branches while retaining the tree's natural shape. Normal thinning should not exceed 25% of the density unless necessary for safety.

## **Crown Raising**

- Removal of low branches to provide clearance for buildings, vehicles, pedestrians and signage, as necessary or as directed by the City. Raising canopies is intended to provide 14 feet clearance over the street, 8 feet over pedestrian areas and is intended to balance the tree's canopy uniformly. The purpose of these specifications are for safety, but are intended to preserve the beauty, structural integrity, and functional value of the trees recognizing that trees are individuals with different form and structure that may not always fit the guidelines.

## **Crown Reduction**

- Thinning cuts to reduce the size of the crown when a tree is too large for the location and can include removal of large limbs or leaders to an appropriate lateral one-third the diameter of the branch being removed and is commonly referred to as drop- crotch pruning, as necessary or as directed by the City.

## **Crown Restoration**

- Pruning of damaged or unbalanced trees to select and reduce the number of water sprouts for the purpose of improving the safety and appearance of the tree, as necessary or as directed by the City.

**300-1.2.14 Canopy Raising Specifications.** Canopy raising includes all safety trimming necessary on branches within 14 feet above grade. The purpose of these specifications is for safety, but are intended to preserve the beauty, structural integrity, and functional value of the trees recognizing that trees are individuals with different form and structure that may not always fit the guidelines.

**300-1.2.15 Palm Trimming Specifications.** Palm trimming includes all trimming necessary to provide pedestrian and vehicle safety. Palms will be trimmed in accordance with the general specifications, but must consider the type of palm to determine the number of fronds to remove beyond those that are dead or discolored. To keep palms healthy, only dead, or yellowing fronds are removed. Safety, appearance, and symmetry of the palm may require increased amounts of trimming as the City may direct. As with all trees that are not being removed, climbing gaffs or spurs are not allowed (Phoenix canariensis palm requires separate specifications with additional requirements).

- Remove all dead fronds, the entire length of the trunk including removal of the petiole and sheath. Trim as close to the trunk as possible without damage to the live trunk tissue.
- Remove all seed stalks and fruit as close to the base or point of origin as possible.
- Remove fronds that are deteriorating and yellow only within the established trimming zone.
- Yellow or deteriorating fronds within the remaining canopy are not to be removed unless directed to be remove by the City.
- Angle of the remaining fronds shall be no less than 45 degrees, preferably more, unless directed by the City.
- Palm peeling is included and shall be performed without damage to the living trunk tissue.
- Palm fronds that are not peeled or skinned normally shall be cut with a clean and blunt cut as close to the trunk as possible without cutting the attached circular fibers. The finished cut can be flat, or arrow shaped but not diagonal.
- Petioles/sheaths on palms that normally are retained and trimmed to shape are required to be retained and shaped in a consistent manner or as directed by the City.

- Palms, in some cases, will be trimmed to match an existing trimming style that retains a portion of the petiole and sheath.
- All weeds or unwanted plants growing on the trunk of a palm shall be removed.
- Palm seedlings within a 3-foot radius at the time of trimming shall be removed unless directed to protect
- Palms that have damage, spike marks, decay and/or deterioration shall be reported to the City immediately.

**300-1.2.16 Tree Removals.** All tree removals shall be performed in a manner that protects persons, property, utility wires and plant material in the landscapes below. Damage that is avoidable shall be the contractor's responsibility to repair to the satisfaction of the City.

- The tree removal shall not damage the surrounding area including other trees, landscapes, property, animals, pets, birds, persons, structures, irrigations systems, lighting or utility wires.
- All trees except those trees in parkland or an area where the tree can be felled without damage to surrounding area with approval from the city, shall be removed in pieces by lowering limbs and trunk sections with ropes
- Trees shall not be notch cut and felled. Any exception including those in Parklands shall be approved by the City.
- Extreme care must be taken to prevent unsafe working conditions and/or hazardous conditions.
- All required traffic control including flag men with proper signs and communication devices shall be employed and at no time shall a tree block the street.
- Stump removal is included in the unit price

**300-1.2.17 Canary Island Palm Removals.** All Canary Island palm tree removals shall be performed in a manner that protects persons, property, utility wires and plant material in the landscapes below. Damage that is avoidable shall be the contractor's responsibility to repair to the satisfaction of the City.

- The tree removal shall not damage the surrounding area including other trees, landscapes, property, animals, pets, birds, persons, structures, irrigations systems, lighting or utility wires.
- Removals shall not be performed on wet or excessively windy days.
- All trees except those trees in parkland or an area where the tree can be felled without damage to surrounding area with approval from the city, shall be removed in pieces by lowering limbs and trunk sections with ropes
- Trees shall not be notch cut and felled. Any exception including those in Parklands shall be approved by the City.
- Extreme care must be taken to prevent unsafe working conditions and/or hazardous conditions.
- All required traffic control including flag men with proper signs and communication devices shall be employed and at no time shall a tree block the street.
- Palms identified for removal due to disease shall protect the surrounding area from spread of saw dust with the use of plastic sheeting. All debris from the removal shall be removed from the site and delivered to a landfill. No grindings or mulch from the removal can be used in a re-cycle program or dumped for mulch within the City boundaries.
- Stump removal is included in the unit price.

**300-1.2.18 Brush Removal and Chipping.** All chipping and grinding shall be conducted in a safe manner to minimize debris flying out of the truck or disruption to the community. At no time shall the exhaust be directed at the plant material. Any damage from heated exhaust damaging plants is the contractor's responsibility to repair to the satisfaction of the City.

**300-1.2.19 Stump Grinding.** Stump removal when a tree is being removed is included. Stumps that exist and are not part of a present removal shall be invoiced per optional services' item.

- Tree stumps shall be ground completely to 18-inches below soil surface unless utilities or the site conditions prevent this depth.
- All surface roots within an 8 feet square circumference of the stump shall be removed by grinding unless the site conditions prevent this or excessive damage that is unacceptable will occur.
- All excavations as a result of this process shall be backfilled with native soil or its equivalent to establish a level grade with the surrounding soil, compacted and fine graded.
- Tree stumps in an open space area shall be filled native soil and the grindings spread on site unless a safety issue prohibits this.
- All grinding of stumps resulting from tree removals shall be completed within 48-hours. Unless stump grinding follows immediately, the stump will be left in a safe condition with appropriate cones, barricades and caution tape.
- It is the contractor's responsibility to contact Dig Alert to confirm the location of any utilities in the immediate area around the tree.
- The contractor is responsible to repair any damage resulting from the stump grinding unless prior written approval is received to damage the surrounding area due to the process of grinding.

**300-1.2.20 Personnel.** The City reserves the right to require a change in personnel if a conflict or inability to perform to the City's standards occurs. Additionally, no change in personnel assigned to the City is allowed without prior approval from the City.

## **PART 6 - TEMPORARY TRAFFIC CONTROL**

### **SECTION 600 - ACCESS**

#### **600-1 GENERAL.**

**600-1.1 Public Convenience/Notification and Safety Access.** It is the responsibility of the Contractor to confirm the need for notification including "temporary no-parking" before any work is performed with the City. When notification is required, the Contractor shall notify in writing residents of property adjoining the location of the work at least forty-eight hours before the start of work in that Parkland area or on the adjacent street. The Contractor is responsible for posting "temporary no-parking" signs at least forty-eight (48) hours before using the parking lane for tree trimming purposes. In the case of work requiring the removal of tree(s) which may interfere with the use by the residents or businesses of their driveways, suitable provisions shall be made by the Contractor at such time as the exigencies of work may demand a temporary blocking of said driveways. Efforts shall be made by the Contractor to minimize the duration of said blocking and to notify the residents

of this need well in advance. Further, the Contractor shall provide access to each residential or commercial establishment each evening.

The contractor shall submit its work schedule and traffic control plans to the City for approval. No closure of any street shall be allowed unless prior permission is obtained from the City Engineer. **This schedule shall allow residents on the street where tree work is taking place, ample “on street” parking within an 800-foot distance from their homes.**

Traffic control shall conform in accordance to the latest editions of the Work Area Traffic Control Handbook, the Caltrans' Manual of Traffic Control in Construction and Maintenance Zones, and the standards contained in the “Manual of Uniform Traffic Control Devices (MUTCD)” and the stipulations set forth in this article.

Contractors shall maintain one lane of traffic in each direction at all times during construction, especially on heavily traveled arterials and collector streets, and even on cul-de-sac streets, unless otherwise approved by the Engineer. If necessary, and with prior City approval, a combination of flagmen and traffic control devices should be used to allow two-way traffic with only one lane available. No streets or alleys shall be entirely closed without prior City approval.

Portions of this project may be on streets that are heavily used. Any work that affects the flow of traffic or is a distraction to the safe flow of traffic is required to have a Traffic Control Plan approved prior to performing this type of work. Full compensation for the development of a traffic control plan acceptable to the City and the installation of traffic control devices for the duration of the project shall be considered as included in the prices paid for the various contract items of work and no additional compensation will be allowed.

The contractor shall submit traffic control plans and project schedules to City staff. Any changes to the traffic control plans and schedules must be submitted to staff 72 hours prior to the scheduled day the activity is to occur. Traffic control shall adhere to W.A.T.C.H. manual guidelines. The contractor shall notify motorists of impending detours at least forty-eight hours prior to their occurrence, through the use of traffic control devices and postings.

Contractor shall provide and maintain all signs, barricades, flashers, delineators and other necessary facilities for the protection of the motoring public within the limits of the construction area. The Contractor shall also post proper signs to notify the public regarding detours and conditions of the roadway, all in accordance with the provisions of the Vehicle Code and the current State of California Department of Transportation “Manual of Warning Signs, Lights, and Devices for Use in Performance of Work upon Highways.”

Proper delineation of the travel way. If the traffic cones or portable delineators are damaged, or are not in an upright position, from any cause, said cones or portable delineators shall immediately be replaced or restored to their original location, in an upright position, by the Contractor.

Contractor shall furnish such flagmen as necessary to give adequate warning to traffic or to the public of any dangerous conditions to be encountered. Flagmen, while on duty, are assigned to give warning to the public that the highway is under construction and of any dangerous conditions to be encountered as a result thereof, shall perform their duties and shall be provided with the necessary equipment in accordance with the current “Instructions to Flagmen” of the Department of Transportation. The equipment shall be furnished and kept clean and in good repair by the Contractor, at his expense.

Should the Contractor appear to be neglectful or negligent in furnishing warning and protective measures as provided above, the Engineer may direct attention to the existence of a hazard, and the necessary warning and protective measures shall be furnished and installed by the Contractor, at his expense. Should the Engineer point out the inadequacy of warning and protective measures, such action on the part of the Engineer shall not relieve the Contractor from responsibility for public safety or abrogate his obligation to furnish and pay for these devices.

The Contractor shall conduct his operations so as to provide reasonable access to the adjacent properties and have no greater length or quantity of work under construction than he can properly prosecute with a minimum of inconvenience to the public and other contractors engaged on adjacent or related work.

When entering or leaving roadways carrying public traffic, the Contractor's equipment, whether empty or loaded, shall in all cases yield to public traffic. Spillage resulting from hauling operations along or across any public traveled way shall be removed immediately by the Contractor at his expense.

**600-1.2 Street Closures, Detours, and Barricades.** The Contractor shall not close any street within the City of Gardena without first obtaining the approval of the Engineer. Barricading, traffic control and detour diagrams in connection with street closures shall be submitted by the contractor as required by the Engineer.

The Contractor shall provide temporary "No Parking" and all other signs which are necessary for the safe and orderly conduct of vehicular traffic as directed by the Engineer and as specified herein. Contractor shall also provide an approval barricaded area in the parking lane for pedestrian traffic during such time as the parkway is unfit to be used for pedestrian traffic.

At such times as driveways are inaccessible due to the Contractor's work, they shall be blocked by two (2) Class II barricades or one (1) Class II barricade and two (2) delineators. Driveways that are ramped or planked for temporary access shall be provided with a barricade or delineator at each side. The Contractor shall give 24-hour notice, with City approval, to affected property owners prior to blocking any driveway.

The Contractor shall provide access for refuse collection on the regularly scheduled days. He shall also facilitate or assist in the collection where such work is hampered by his operations.

The Contractor shall provide and maintain Type II barricades along excavation edges parallel to the flow of traffic at a maximum spacing of twenty-five feet. Type II barricades mounted with flashers shall be installed around work areas in parkways. Type II barricades shall have alternating reflective orange and reflective white stripes at an angle of 45 degrees. The strip width shall be in accordance with Table 5-1 "Barricade Characteristics" "Manual of Traffic Controls for Construction and Maintenance Work Zones".

When one-way access from a side street or alley is permitted, barricades and cones shall be provided at five-foot intervals for a distance of fifty feet on either side of the centerline of the intersecting street, or alley.

Should the Contractor fail to furnish a sufficient number of traffic and/or pedestrian safety devices, the Agency will place such necessary items and the Contractor shall be liable to the Agency for providing such devices in accordance with the following provisions:



1. For placing of barricades: \$5.00 per barricade for the first day or any part thereof and \$2.00 per barricade, per day, for each day thereafter or any part thereof. For flashers: \$2.50 per flasher for the first day or any part thereof and \$1.00 per flasher, per day, for each day thereafter or any part thereof. For traffic cones: \$1.00 per cone for each day or any part thereof.
2. In the event that the services of the Agency are required between the hours of 5:00 P.M. and 8:00 A.M., during the normal week or at any time on Saturday, Sunday or an Agency holiday, there shall be an additional charge to the above set forth minimums of \$188.00 for each service trip required.

Contractor shall relocate, preserve and maintain the visibility of all existing signs within the project limits which affect the flow of traffic, as directed by the Engineer. Any signs which are damaged or found to be missing during the course of construction shall be replaced by the Contractor at his expense as directed by the Engineer. All other signs that interfere with the course of work and are not necessary for the safe flow of traffic will be removed and replaced by the Agency. Traffic control signs include Stop Signs, Speed Limit, Parking Restrictions and other regulatory signs.



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 15.C  
Section: DEPARTMENTAL  
ITEMS - PUBLIC WORKS  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Authorize the City Manager to execute a Funding Agreement Amendment with the Los Angeles County Metropolitan Transit Authority (LACMTA) in the amount of \$2,523,000 and approve a Contract Change Order to the Professional Services Agreement with Cannon Corporation (Corp.) in the amount of \$63,114 for the Artesia Boulevard Arterial Improvement Project JN 935

#### **COUNCIL ACTION REQUIRED:**

##### **Staff Recommendation:**

- **Authorize the City Manager to execute a Funding Agreement (FA) Amendment**
- **Approve a Contract Change Order (CCO) for Professional Services with Cannon Corp.**

#### **RECOMMENDATION AND STAFF SUMMARY:**

In June 2016, LACMTA approved the City of Gardena's Artesia Boulevard Arterial Improvement project, JN 935 from Western Avenue to Vermont Avenue. Subsequently in August 2018, LACMTA programmed \$220,000 to begin the design phase of the project. On February 26, 2019, the City Council approved the award of the Professional Design Engineering Services to Cannon Corp. for \$188,000.

After months of design and coordination with several agencies, a design report consisting of 90% of the plans, specification and estimates for the project were submitted to LACMTA in October 2021 for compliance to Measure R guidelines. The work items were approved and the FA amendment now includes the construction phase adding \$2,303,000 to the original programmed amount. The designated amount for the project by Metro is now \$2,523,000.

Cannon Corp's original proposal did not include engineering design work on the railroad tracks, signals, signages, pedestrian facilities and adjacent areas became apparent only during coordination with Union Pacific (UP). The need for a more comprehensive traffic detour and control plan was obvious only when all lanes of Artesia Boulevard needed to be closed when UP replaces the railroad tracks. Complete replacement of the tracks is necessary to

improve adjacent pavement. The city also added some scope of work to improve the aesthetics of the existing median landscaping, irrigation on the entire length of the project and to completely repave roadway pavements. Additional \$1,650,000 Prop C funds have added for these additional scope. Thus, the attached contract change order to Cannon Corp.'s original contract in the amount of \$63,114, is deemed necessary.

Staff recommends that the City Council authorize the City Manager to execute a Funding Agreement Amendment with the Los Angeles County Metropolitan Transit Authority (LACMTA) in the amount of \$2,523,000 and approve a Contract Change Order to the Professional Services Agreement with Cannon Corporation (Corp.) in the amount of \$63,114 for the Artesia Boulevard Arterial Improvement Project JN 935

**FINANCIAL IMPACT/COST:**

Budget Amount : \$2,523,000.00 (Measure R Highway) and \$1,650,000 (Prop C)

Financial Impact: No impact to City's General Funds.

**ATTACHMENTS:**

[Cannon Corp Change Order Proposal - Hardscape Medians 09-23-21.pdf](#)

[Cannon Corp Change Order Proposal #2.pdf](#)

[FA\\_Amendment\\_No.1\\_-\\_MR312.09.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio".

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Clint Osorio, City Manager



September 23, 2021

William Mendoza, P.E.  
Associate Engineer  
City of Gardena, Public Works Department  
1717 West 162<sup>nd</sup> Street, Gardena, CA 90247  
Sent via email: [wmendoza@cityofgardena.org](mailto:wmendoza@cityofgardena.org)

**RE: AMENDMENT PROPOSAL FOR ARTESIA BOULEVARD ARTERIAL IMPROVEMENTS, JN 935  
DESIGN OF HARDSCAPE MEDIANS, FROM WESTERN AVENUE TO VERMONT AVENUE**

Dear William:

Cannon appreciates the opportunity to present this amendment proposal for the subject project to replace the existing stamped and/or asphalt hardscape medians along Artesia Boulevard, from Western Avenue to Vermont Avenue, with a new decorative hardscape paving solution. Based on prior discussions with City staff, the Cannon Team (including subconsultant BGB Design Group) evaluated and presented 4 paving solutions (with preliminary costs to the City in an excel matrix / table format): Grouted River Cobble, Exposed Concrete, Concrete Unit Pavers and Stain/Seal the Existing Stamped Concrete. The City subsequently decided to move forward with the "cobblestone" paving solution, which will be incorporated into the final design plans, specifications and cost estimate.

The following is an outline of our proposed scope of services:

## **SCOPE OF SERVICES**

### **Task 1 – Conceptual Design Alternatives**

Cannon will prepare design alternatives to replace existing asphalt and stamped concrete paving in Excel matrix format with rough order of magnitude construction costs associated with each alternative. We will prepare a design study (exhibit) to convey the proposed limits of add or deducted hardscape for City direction. The study will consider the following:

- Landscape versus cobble for the existing median just west of Vermont (major entry to the City)
- Add a maintenance edge to the wider medians that do not currently have them installed
- Where existing landscape extends to the end of a nosing, replace a portion with cobble
- Move the landscape edge to the beginning of the left turn pockets unless it narrows down dramatically
- Where maintenance curbs (on each side of median) abruptly end, close it at the ends with cobble

### **Task 2 – Revise PS&E**

Following approval of the conceptual design direction, we will proceed with revisions to the previously submitted 95% design plans, specifications and estimate (PS&E), which consist of the following:



- Street Improvement Plans & Landscape Demolition Plan: Update Street Improvement Plans and Typical Sections to indicate "See Landscape Demolition Plans for limits of removals of existing hardscape". The Landscape Demolition Plans will include final removals of existing hardscape.
- Irrigation Plan: Revise Irrigation Plans to address final hardscape / landscape configuration.
- Planting Plan: Revise current landscape design to address final hardscape configuration.
- Technical Specifications: Add technical specifications for removal of existing hardscape and installation of new cobblestone paving.
- Cost Estimate: Update quantities and preliminary opinion of probable construction cost to include removal of existing hardscaping in medians, installation of new hardscape in medians and revised landscape and irrigation quantities.

#### FEE

Cannon proposes to provide the services for the total hourly "not-to-exceed" fee presented below.

<b>TASK</b>	<b>TOTAL</b>
Task 1 – Conceptual Design Alternatives .....	\$ 2,010
<i>Sr. Project Manager: 3 hrs x \$205/hr</i>	
<i>Associate Engineer: 4 hrs x \$115/hr</i>	
<i>Subconsultant BGB (includes 10% sub markup): \$935</i>	
Task 2 – Revise PS&E .....	\$ 13,650
<i>Sr. Project Manager: 12 hrs x \$205/hr</i>	
<i>Associate Engineer: 16 hrs x \$115/hr</i>	
<i>Subconsultant BGB (includes 10% sub markup): \$9,350</i>	
<hr/>	
<b>GRAND TOTAL = \$ 15,660</b>	

Cannon looks forward to the opportunity to be of continued service to the City. Please feel free to call me at (909) 234 – 7857 with any questions or if you require anything additional.

Sincerely,

Gary Solsona, PE, QSD  
Public Works Manager  
License #68420



### ADDITIONAL SERVICES AGREEMENT

Proposal Date: September 23, 2021

Client: City of Gardena  
1717 West 162nd Street  
Gardena, CA 90247

Project: Artesia Boulevard Arterial improvement Project, JN 935

Scope of Work: Detailed in attached letter dated September 23, 2021

T&M Not to Exceed: \$15,660.00

Reimbursable expenses are not included in this additional services agreement.

Please indicate your acceptance of this additional services agreement by signing below.

In witness whereof, the parties hereto have caused this agreement consisting of the Request for Additional Services and any other necessary and applicable documents to be executed of the date and year first above written. Payment is due within 15 days of completion of work.

Any additions and/or corrections to this agreement will be addressed in a separate agreement.

CITY OF GARDENA  
Client

CANNON

Larry Kraemer, PE  
Director, Public Infrastructure

Date \_\_\_\_\_

Date \_\_\_\_\_



April 22, 2022

William Mendoza, PE  
Associate Engineer  
City of Gardena, Public Works Department  
1717 West 162nd Street  
Gardena, CA 90247  
Sent via email: [wmendoza@cityofgardena.org](mailto:wmendoza@cityofgardena.org)

**PROJECT: AMENDMENT #2 PROPOSAL FOR ARTESIA BLVD ARTERIAL IMPROVEMENTS PROJECT, JN 935  
UPRR CROSSING IMPROVEMENTS, ADDITIONAL PDR UPDATES, SEPARATE IRRIGATION  
SERVICE FOR MEDIAN, DETOUR & TRAFFIC CONTROL PLANS, AC GRIND & OVERLAY**

Dear Mr. Mendoza:

Cannon appreciates the opportunity to present this amendment proposal to perform additional professional engineering design services for the subject project, which consist of:

- Task 1: Union Pacific Railroad (UPRR) Crossing Improvements
- Task 2: Additional Preliminary Design Report Updates
- Task 3: Separate Irrigation Service for Median Landscaping Improvements
- Task 4: Detour and Traffic Control Plans for Railroad Crossing Improvements
- Task 5: Grind and Overlay AC Pavement

### **Scope of Services**

#### **Task 1: UPRR Crossing Improvements**

Cannon's original contract scope of services for UPRR Coordination consisted of no modifications to the existing at-grade crossing at Artesia Boulevard and Normandie Avenue. A meeting was held on October 2020 with the City, Cannon and UPRR-representative Mr. Nick Vineyard (Benesch, consultant Project Manager to UPRR) to discuss upgrades to the existing railroad crossing via replacement with precast concrete panels and a 50% cost-share for the crossing upgrades. In March 2021, the City informed Cannon and Mr. Vineyard of its decision to proceed with UPRR's preparation of an agreement for the track crossing upgrades. On April 12, 2022, the agreement for the authorization for crossing improvements was approved by City Council. Subtasks 1.1 through 1.3 below describe the additional engineering services related to the UPRR crossing improvements.

#### **Task 1.1: Additional UPRR Coordination**

Cannon performed additional railroad coordination with the City and/or Mr. Vineyard, which consisted of several email correspondence and meetings held on October 27, 2020, March 17, 2021, August 3, 2021, October 22, 2021, December 10, 2021, January 24, 2022, January 25, 2022, February 3, 2022, February 8, 2022, February 22, 2022, and March 1, 2022 to discuss the





railroad crossing improvements. Also, Cannon was requested by the City to provide an interim track panel crossing design plan and updated cost estimates for submittal to LA Metro for funding reimbursement, which were provided to the City. Based on feedback from Mr. Vineyard to obtain information for design and funding, Cannon performed a field review at the railroad crossing to verify existing field conditions and measure pedestrian and railroad gate crossing arms/counterweight dimensions and to capture site photos. Additionally, Cannon supported the City in reviewing and providing comments on the UPRR draft agreement for the crossing improvements, which consisted of adding a project location map, adding an exhibit depicting the work to be performed by UPRR, work to be performed by the City and general traffic control notes for work within UPRR right-of-way, and editing the scope of work to describe “railroad work” and “agency work”.

#### **Task 1.2 – UPRR Crossing Design**

The design of the railroad track concrete panels will be prepared by UPRR through a 50% cost-sharing agreement with the City. Cannon’s scope of services for this task includes updating the street improvement plans to include the sidewalk design around the existing gate arms for adequate horizontal clearance with arms/counterweights extending out during train preemption. Sidewalk design will include nominal/max 2% cross slopes and conform notes. Design will improve the degraded existing pavement conditions that may impede safe pedestrian access across the railroad tracks and improve the vehicular crossing condition. We will modify and resubmit the street improvement plans, quantity takeoffs and cost estimate to coordinate with the UPRR design for the pavement rehabilitation, curb and gutter, and sidewalk improvements. The signing and striping plans will be updated to include two additional railroad crossing warning signs along Normandie Avenue as requested by UPRR and recommended in their railroad crossing safety audit report. Cannon will provide additional railroad design updates for the document preparation including two (2) review and comment cycles with UPRR along with 1 review by City staff.

The UPRR design sheet is to be provided to Cannon by UPRR for reference in the plan set and UPRR concrete panel improvements will also be referenced in Cannon’s plans with a note “Railroad improvements to be constructed by others” for imported CAD UPRR crossing design within the Cannon street improvement plans. Railroad design elevations from UPRR will be shown as conform elevations for adjacent roadway improvements.

#### **Task 1.3 – UPRR Construction Support**

Cannon will provide additional railroad coordination support during the construction phase due to the crossing upgrades. This task includes additional coordination required due to phasing of the work within UPRR right-of-way, incorporating field design changes, and as-built revisions as relayed to Cannon by UPRR and/or the City for the precast concrete panel construction. Cannon will include two (2) additional RFI and/or submittal reviews, and UPRR design drawing updates as reference files and/or reference sheets in the as-built plan set and provide same to the City as part of the final document submittal. Includes a final digital as-built submittal (PDF) including UPRR improvements to City and UPRR with the approval of City staff.





## **Task 2: Additional Preliminary Design Report Updates**

### *Additional City-Requested Changes to Preliminary Design Report / Additional Project*

*Management and Meetings:* Cannon provided additional services for the PDR via resubmittals of the PDR due to City-requested changes. The PDR was formally submitted on the following dates: May 28, 2019, January 29, 2020, and May 12, 2020, which is one submittal more than the original contract scope of services of one (1) draft PDR submittal and one (1) final PDR submittal. Additionally, multiple iterations of the cost estimate were performed per City direction (on January 16, 2020, January 29, 2020, April 9, 2020, May 12, 2020, June 28, 2020, July 2, 2020, August 31, 2020, October 6, 2020, etc.), which included various contingencies, slurry seal pavement, LA Metro funding updates, UPRR crossing modifications, landscape updates, etc. The extended PDR review and revisions duration, including the extended involvement and coordination required with UPRR design revisions has resulted in additional City correspondence and coordination, along with an extension of the project schedule. There were five meetings anticipated per the original contract scope of work (kick-off, PDR review, and 3 progress meetings), and we have since held more than 10 meetings in-person and/or via teleconference.

## **Task 3: Separate Irrigation Service for Median Landscaping Improvements**

Cannon's original contract scope of services for the design of the proposed median landscaping and irrigation improvements assumed one (1) irrigation point of connection, wherein the proposed irrigation mainline and wires would cross the existing railroad tracks. However, based on discussions with City staff, the City wishes to separate the irrigation service at Normandie Avenue to avoid irrigation service crossing under the existing railroad tracks. Additionally, a recycled water line in Normandie Avenue was identified as a potential point of connection but was determined not to be attainable through City discussions with West Basin Municipal Water District. Instead, the entire irrigation system will remain as domestic water served by Golden State Water District. Cannon's subconsultant (BGB) will coordinate the electrical service intent for the existing controller location with Cannon and provide Cannon with requirements for a new water meter and electrical service connection east of Normandie Avenue.

The Cannon team's services include redesign of the irrigation drawings to provide separate irrigation services and control along Artesia Boulevard, one (1) east of Normandie Avenue and one (1) west of Normandie Avenue. The design will be reflected on BGB's median landscaping and irrigation plans. Coordination regarding the electrical and water meter interface will be conducted by the Cannon team. The specifications and cost estimate will also be updated to reflect the separate irrigation services.

## **Task 4: Detour and Traffic Control Plans for Railroad Crossing Improvements**

Cannon will coordinate with the City's Traffic Engineer or authorized representative to determine the conceptual approach to be used for the development of the detour and traffic control plans for the railroad crossing improvements at Artesia Boulevard and Normandie Avenue. Once the approach to the construction concept has been defined, a detour and traffic control plan will be prepared on 36" x 24" size, plan-view only sheets at 1" = 40' scale. The plans



will be accordance with the WATCH manual, CA MUTCD and the City's general requirements for traffic control, and consider the needs of the UPRR Contractor's construction operations to install the new railroad concrete panels.

**Task 5: Grind and Overlay AC Pavement**

Cannon will incorporate a 2-inch full width AC grind and overlay pavement rehabilitation and AC digout repairs onto the street improvement plans, specifications, quantity takeoffs and cost estimate. The limits of pavement rehabilitation along Artesia Boulevard are from Western Avenue to Vermont Avenue. At Western Avenue, paving limits will not encroach into the City of Torrance right-of-way. At Vermont Avenue, paving limits will not encroach into the Caltrans right-of-way. Due to incorporating AC grind and overlay to the project, Cannon will perform a field visit to locate surface utilities within the pavement that require adjustment to new finished grade, and identifying, locating and plotting AC digout repairs on street improvement plans. Subsequently, we will update our base maps, quantity takeoffs and cost estimate to reflect the utility cover adjustments.

**ASSUMPTIONS / EXCLUSIONS:**

- Excludes railroad track crossing improvements design and precast concrete panel design. Design data to be provided to Cannon by UPRR for reference.
- Excludes detailed drainage design within the UPRR railroad right-of-way. Assumes existing drainage patterns to be maintained.
- Excludes review of submittals for UPRR contractor work.
- Excludes environmental planning/engineering.

We propose to provide design services for a total hourly not to exceed fee of \$47,454. Breakdown of hours is provided on the next page.

If you have any questions or comments, please do not hesitate to call me at 909-234-7857.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gary Solsona", is written over a light blue curved background element.

Gary Solsona, PE, QSD  
Public Works Manager  
License #C68420



### ADDITIONAL SERVICES AGREEMENT

Project Client: City of Gardena Date: April 22, 2022  
Project Name: Artesia Blvd Arterial Improvement Project, JN 935 Project Number: 19010.00

Description of Additional Services and/or Materials:

Engineering services for Task 1: Union Pacific Railroad (UPRR) Crossing Improvements; Task 2: Additional Preliminary Design Report Updates; Task 3: Separate Irrigation Service for Median Landscaping Improvements; Task 4: Detour and Traffic Control Plans for Railroad Upgrades; and Task 5: Grind and Overlay AC Pavement

Additional Fee: \$ 47,454

Task	Senior Project Manager		Project Manager / Senior Engineer		Associate Engineer		Engineering Assistant		Subconsultant BCB	Estimated Cannon Hours	Estimated Cost
	\$232		\$211		\$136		\$99				
	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	incl.10% markup		
Task 1: UPRR Crossing Improvements											
Task 1.1: Additional UPRR Coordination	6	\$1,392	40	\$8,440	12	\$1,632	1	\$99		59	\$11,563.00
Task 1.2: UPRR Crossing Design	4	\$928	12	\$2,532	20	\$2,720	1	\$99		37	\$6,279.00
Task 1.3: UPRR Construction Support	1	\$232	4	\$844	4	\$544	1	\$99		10	\$1,719.00
Task 2: Additional PDR Updates	4	\$928	32	\$6,752	12	\$1,632	2	\$198		50	\$9,510.00
Task 3: Separate Irrigation Service	2	\$464							\$2,365	2	\$2,829.00
Task 4: Detour and Traffic Control Plans	4	\$928	12	\$2,532	40	\$5,440				56	\$8,900.00
Task 5: Grind and Overlay AC Pavement	2	\$464	10	\$2,110	30	\$4,080				42	\$6,654.00
TOTALS	23	\$5,336	110	\$23,210	118	\$16,048	5	\$495	\$2,365	256	\$47,454.00

Reimbursable expenses are not included in this additional service agreement.

**Authorization:**

In witness whereof, the parties hereto have caused this agreement consisting of the Request for Additional Services, and the original signed contract dated February 26, 2019 and any other necessary and applicable documents to be executed and effective as of the date and year first above written. Payment is due within 15 days of completion of work.

Any additions and/or corrections to this agreement will be addressed in a separate agreement.

Client: City of Gardena Cannon

x Kevin Kwak, PE Larry Kraemer, PE  
Principal Civil Engineer Director, Public Infrastructure

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

**AMENDMENT No. 1  
TO MEASURE R FUNDING AGREEMENT  
BETWEEN CITY OF GARDENA AND THE LOS ANGELES COUNTY  
METROPOLITAN TRANSPORTATION AUTHORITY**

This Amendment No. 1 to the Funding Agreement (this "Amendment"), is dated as of October 7, 2021 by and between the City of Gardena ("Grantee") and the Los Angeles County Metropolitan Transportation Authority ("LACMTA").

RECITALS:

A. Grantee and LACMTA entered into that certain Funding Agreement No. 920000000MR31209 dated May 21, 2018, (the "Existing FA"), which Existing FA provides for the Western Avenue to Vermont Avenue (the "Project"); and

B. WHEREAS, the Funds set forth in the Existing FA are intended to fund Project Approval and Environmental Document (PAED), and Plans, Specifications and Estimates (PS&E), of the Project. The total designated for PAED and PS&E of the Project is \$220,000; and

C. WHEREAS, the Grantee and LACMTA desire to amend the Existing FA to add an additional \$2,303,000 for Right of Way and Construction of the project. The total designated for PAED, PS&E, ROW, and Construction of the project budget is \$2,523,000; and

D. WHEREAS, the Funds are currently programmed for the Project as follows \$80,000 in Measure R Funds in FY 2016-17, \$180,000 in Measure R Funds in FY 2017-18 and \$2,263,000 in Measure R Funds in FY 2018-19. The total designated amount for the Project is \$2,523,000; and

E. WHEREAS, the LACMTA Board on October 25, 2018, delegated administrative authority to staff to extend funding lapse dates to meet PAED, PS&E, ROW and Construction time frames; and

F. WHEREAS, the Grantee and LACMTA desire to extend the lapsing date of FY 2017-18 funds to June 30, 2023; and

G. Grantee and LACMTA desire to amend the Existing FA as provided herein.



AGREEMENT:

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties hereby agree as follows:

1. The second whereas clause of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following: "WHEREAS, the funding herein is intended to fund the Project Approval and Environmental Document (PAED), Plans Specifications and Estimates (PS&E), Right of Way, and Construction of the Project."

2. The fourth whereas clause of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following: "WHEREAS, the Funds are currently programmed as follows: \$80,000 in Measure R Funds in Fiscal Years (FY) 2016-17; \$180,000 in Measure R Funds in FY 2017-18; and \$2,263,000 in Measure R Funds in FY 2018-19. The total designated for Project Approval and Environmental (PAED), Plans, Specifications and Estimates (PS&E), ROW, and Construction is \$2,523,000."

3. Part I, Paragraph 2.2 of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following: "To the extent the Measure R funds are available, LACMTA shall make to GRANTEE a grant of the Measure R funds in the amount of \$2,523,000 (the "Funds") for the Project. LACMTA Board of Directors actions on June 23, 2016, granted the Measure R Funds for the Project. The Funds are currently programmed over three years, for Fiscal Years FY 2016-17, FY 2017-18, FY 2018-19."

4. Part II, Paragraph 5 of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following:

"5. REIMBURSEMENT OF FUNDS

Funds will be released on a reimbursement basis in accordance with invoices submitted in support of the Quarterly Expenditure Reports. LACMTA will make all disbursements electronically unless an exception is requested in writing. Reimbursements via Automated Clearing House (ACH) will be made at no cost to GRANTEE. GRANTEE must register in LACMTA's iSupplier portal and submit an application before grant payments can be made. The link to the portal can be found at <http://media.metro.net/uploads/EBB/Vendor%20Portal%20Registration.pdf>. GRANTEE must provide detailed supporting documentation with its Quarterly Progress and Quarterly Expenditure Reports. GRANTEE Funding Commitment, if any, must be spent in direct proportion to the Funds with each quarter's payment."

5. Part II, Section 9.1 (vii) of the Existing FA is hereby amended by deleting it in its entirety and replacing it with the following: "(vii) within **five years or 60 months** from July 1 of the Fiscal Year in which the Funds are programmed, unless otherwise stated in this FA. All Funds programmed for FY 2016-17 have lapsed and are no longer available. All Funds programmed for FY 2017-18 are subject to lapse by June 30, 2023. All Funds programmed for FY 2018- 19 are subject to lapse by June 30, 2023."

6. Attachment A of the Existing FA is hereby replaced by Attachment A-1, attached.

7. Attachment B1 of the Existing FA is hereby replaced by Attachment B1-1, attached.

8. Attachment C of the Existing FA is hereby replaced by Attachment C-1, attached.
9. Attachment E – TIP Sheet of the Existing FA is hereby replaced by Attachment E-1, attached.
10. Except as expressly amended hereby, the Existing FA remains in full force and effect as originally executed. All rights and obligations of the parties under the Existing FA that are not expressly amended by this Amendment shall remain unchanged.

FTIP #: LA0G1416  
Subregion ID: Interstate 405, I-110, I-105, and SR-91 Ramp  
and Interchange Improvements (South Bay)

Project# MR312.09  
Amendment No. 1  
FA# 920000000MR31209

IN WITNESS WHEREOF, the parties have caused this Amendment No. 1 to the FA to be  
executed by their duly authorized representatives as of the dates indicated below:

LACMTA:

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Stephanie N. Wiggins  
Chief Executive Officer

APPROVED AS TO FORM:

DAWYN R. HARRISON  
Acting County Counsel

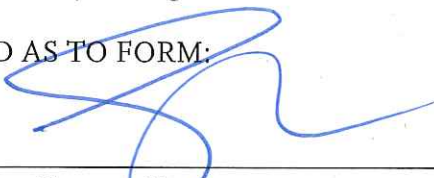
By: \_\_\_\_\_ Date: 5/13/2022  
Deputy 

GRANTEE:

CITY OF GARDENA

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Clint Osorio  
City Manager

APPROVED AS TO FORM:

By: \_\_\_\_\_ Date: 6/11/2022  
  
Carmen Vasquez  
City Attorney

ATTEST BY:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Mina Semenza  
City Clerk



FTIP #: LA0G1416

**ATTACHMENT A-1 - PROJECT FUNDING**

Measure R Program - Funding Agreement Projects - FA# 9200000000MR31209 A-1

Project Title: Artesia Blvd. Arterial Improvements Project from Western Ave. to Vermont Ave. Project#: MR312.09

**PROGRAMMED BUDGET - SOURCES OF FUNDS**

SOURCES OF FUNDS	Prior Years	FY2017-18	FY 2018-19	FY2019-20	FY2020-21	FY2021-22	Total Budget	% of Budget
LACMTA PROGRAMMED FUNDING								
MEASURE R FUNDS	\$ 80,000	\$ 180,000	\$ 2,263,000				\$ 2,523,000	
LACMTA PROGRAMMED FUNDS BY YEAR SUBTOTAL	\$ 80,000	\$ 180,000	\$ 2,263,000	\$ -	\$ -	\$ -	\$ 2,523,000	100%
OTHER SOURCES OF FUNDING:								
LOCAL:							\$ -	0%
STATE:							\$ -	0%
FEDERAL:							\$ -	0%
PRIVATE OR OTHER:							\$ -	0%
OTHER FUNDING SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
TOTAL PROJECT FUNDS	\$ 80,000	\$ 180,000	\$ 2,263,000	\$ -	\$ -	\$ -	\$ 2,523,000	100%



**ATTACHMENT B1-1 - EXPENDITURE PLAN COST & CASH FLOW BUDGET**

Measure R Program - Funding Agreement Projects - FA# 9200000000MR31209 A-1

Project Title: Artesia Blvd. Arterial Improvements Project from Western Ave. to Vermont Ave. Project#: MR312.09

**PROGRAMMED SOURCES OF FUNDS**

SOURCES OF FUNDS	Prior Expenditures	FY 2021-22 Qtr 1	FY 2021-22 Qtr 2	FY 2021-22 Qtr 3	FY 2021-22 Qtr 4	FY 2022-23 Qtr 1	FY 2022-23 Qtr 2	FY 2022-23 Qtr 3	FY 2022-23 Qtr 4	TOTAL BUDGET
<b>LACMTA PROGRAMMED FUNDS:</b>										
<b>MEASURE R FUNDS:</b>										
PAED	\$1,000									\$1,000
PS&E	\$169,000		\$20,000	\$35,000	\$25,000	\$10,000	\$10,000			\$269,000
RW Support										\$0
Const. Support					\$50,000	\$50,000	\$100,000	\$100,000	\$65,000	\$365,000
RW										\$0
Construction					\$100,000	\$100,000	\$100,000	\$900,000	\$688,000	\$1,888,000
<b>Total MEASURE R</b>	<b>\$170,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$35,000</b>	<b>\$175,000</b>	<b>\$160,000</b>	<b>\$210,000</b>	<b>\$1,000,000</b>	<b>\$753,000</b>	<b>\$2,523,000</b>
<b>SUM PROG LACMTA FUNDS:</b>	<b>\$170,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$35,000</b>	<b>\$175,000</b>	<b>\$160,000</b>	<b>\$210,000</b>	<b>\$1,000,000</b>	<b>\$753,000</b>	<b>\$2,523,000</b>
<b>SUM NON-LACMTA FUNDS :</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>PROJECT FUNDING FY21-22 and FY22-23</b>	<b>\$170,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$35,000</b>	<b>\$175,000</b>	<b>\$160,000</b>	<b>\$210,000</b>	<b>\$1,000,000</b>	<b>\$753,000</b>	<b>\$2,523,000</b>
<b>SUMMARY OF ALL FUNDS</b>										
PAED	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000
PS&E	\$169,000	\$0	\$20,000	\$35,000	\$25,000	\$10,000	\$10,000	\$0	\$0	\$269,000
RW Support	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Const. Support	\$0	\$0	\$0	\$0	\$50,000	\$50,000	\$100,000	\$100,000	\$65,000	\$365,000
RW	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$100,000	\$100,000	\$100,000	\$900,000	\$688,000	\$1,888,000
<b>TOTAL MILESTONES</b>	<b>\$170,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$35,000</b>	<b>\$175,000</b>	<b>\$160,000</b>	<b>\$210,000</b>	<b>\$1,000,000</b>	<b>\$753,000</b>	<b>\$2,523,000</b>
<b>SUM PROG LACMTA FUNDS</b>	<b>\$170,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$35,000</b>	<b>\$175,000</b>	<b>\$160,000</b>	<b>\$210,000</b>	<b>\$1,000,000</b>	<b>\$753,000</b>	<b>\$2,523,000</b>
<b>SUM NON-LACMTA FUNDS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL PROJECT FUNDING</b>	<b>\$170,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$35,000</b>	<b>\$175,000</b>	<b>\$160,000</b>	<b>\$210,000</b>	<b>\$1,000,000</b>	<b>\$753,000</b>	<b>\$2,523,000</b>

## **ATTACHMENT C-1 SCOPE OF WORK**

### **PROJECT TITLE:**

Artesia Boulevard Arterial Improvements Project from Western Avenue to Vermont Avenue.

### **PROJECT LOCATION:**

The project is located on Artesia Boulevard between Western Avenue and Vermont Avenue in the City of Gardena, in the County of Los Angeles.

### **PROJECT LIMITS:**

This project limits are from Western Avenue to Vermont Avenue.

### **NEXUS TO HIGHWAY OPERATION, DEFINITION/PROJECT PURPOSE:**

This is a Traffic Signal and an intersection improvement project located one mile from the on/off ramp of the SR-91 and I-110 interchanges. This project's purpose is to address existing near- and long-term future traffic conditions along Artesia Blvd. between Western Avenue and Vermont Avenue.

### **PROJECT BACKGROUND:**

Artesia Boulevard is the western terminus of SR-91 and functions as a collector for regional traffic. Artesia Blvd also serves as a direct link from I-405 to SR-91 and provides direct access to I-110. Per 2018 traffic counts, Artesia Boulevard has an Average Daily Traffic (ADT) of 55,700.

The proposed intersection improvements are between the major arterials of Artesia Boulevard/Western Avenue to Artesia Boulevard/Vermont Avenue. The City has identified the following five (5) signalized intersections that need improvements:

- Artesia Boulevard / Normandie Ave.
- Artesia Boulevard / Shopping Center
- Artesia Boulevard / Gateway
- Artesia Boulevard / Dalton Ave.
- Artesia Boulevard / Gardena Market Place

The Traffic signals on the eastern and western termini of the project have recently been upgraded and are not part of the project.

The latest project development study and traffic analysis shows the intersections from Normandie Avenue to Artesia Avenue are presently operating at a level of service (LOS) E during peak hours. The traffic accessing and/or leaving SR-91 combined with the traffic from the retail and commercial centers overwhelm the existing operational capacity of these intersections. Future projections indicate that these intersections will operate at LOS F; the proposed project will improve the intersections to a LOS D which will reduce vehicle hours of delay at all five intersections, and will help better disperse regional traffic coming from SR-91.



## PROJECT BUDGET:

COMPONENT	AMOUNT
PA/ED	1,000
PS and E	269,000
R/W Support	000,000
R/W Capital	000,000
Construction Support	365,000
Construction Capital	1,888,000
Total Budget	\$ 2,523,000

## SCOPE:

The project features include the planning, preliminary design, PA/ED, and PS&E phases for 5 intersections within the project limits:

- Artesia Blvd/Normandie Ave.
- Artesia Blvd/Shopping Center
- Artesia Blvd/Gateway
- Artesia Blvd/Dalton Ave.
- Artesia Blvd/Gardena Market Place intersection improvements.

A Draft PA/ED and Final PA/ED will be prepared.

The city will prepare 35%, 65%, 95% and 100% plans which will address excavation and removal of existing pavement, concrete and asphalt paving, construction of curb and gutter, sidewalks, driveways, retaining walls, storm drain, raised medians and ADA ramps immediately impacted by the improvements. In addition, the plans and specifications will include traffic signal modifications, traffic striping, adjustment of utilities and all other work necessary to complete the identified improvements. The proposed improvements will improve safety, access, and the efficient operation by eliminating existing deficiencies at the intersections.

## DESIGN:

### I. Preliminary Design – “Preliminary Design Report” as Final Work Product

Tasks to be performed include, but are not limited to, the following:

- Account for field visits of the project area to identify design issues. Record existing site conditions in photographs and/or video.
- Read, review, and understand all aspects and goals of the Lead Agency's General Plan Circulation Element and other plans, as these plans pertain to the widening and ultimate build-out of Artesia Boulevard.
- Incorporate provided layout plans to be incorporated into the final design.
- Provide a complete survey of the project area, establishing horizontal and vertical control for the project. Mapping shall include topographic features within 50 feet of project area.
- Identify and coordinate with all utilities in the project area to facilitate the final design of the Project.
- Conduct geotechnical investigations where required in the project area of Artesia Boulevard.

- G. Identify right-of-way acquisitions, and/or vacations to provide for the optimal alignment of Road, which shall incorporate roadway widening, development build outs and preservation of existing improvements and scenic character of the area.
- H. Identify street pavement structural sections for project area.
- I. Identify all drainage/BMP structure improvements, based upon hydrology, hydraulic calculations, and water quality issues. Structural BMPs shall be incorporated into the street design for stormwater quality improvements prior to entering natural waterways.
- J. Prepare and submit a Report identifying the ultimate alignment of roadway improvements, as well as the recommended ultimate repair strategy for as part of the Report, the Consultant shall prepare and provide CAD drawings of the proposed alignment, which shall include vertical and horizontal alignment, improvements, and drainage/BMP structures. Right-of-way acquisitions and/or vacations shall be clearly identified.
- K. Prepare and submit an Engineer's construction cost estimate for all recommended improvements identified in the Report.

## **II. Environmental Analysis**

Under CEQA, this project will be processed as a negative declaration and City staff will process the environmental document. A FONSI is anticipated for NEPA documentation. Tasks to be performed include, but are not limited to, the following:

- A. Define a complete and detailed project description and delineate project study areas that will meet the needs of technical analyses and Initial Study/Mitigated Negative Declaration (IS/MND).

## **III. Final Design – Plans, Specifications and Estimates**

Tasks to be performed include, but are not limited to, the following:

- A. Design the ultimate build out of Artesia Boulevard, based on the City reviewed "Summary Letter Report".
- B. Prepare civil roadway plans for the required improvements, consistent with City format. At a minimum, the plan set shall include Title Sheet, Site Plan, General Construction Notes, Horizontal Control, Typical Sections and Details, Plan and Profile, Drainage/BMP Structure(s) Details, Traffic Striping/Signage/Signal Plans, Street Lighting/Electrical, Bike Lane Plans, and Median/Landscaping Plans.
- C. Submittal of plan set shall be delivered at 50% and 90% complete and final (five (5) sets per submittal). When project is complete, the Consultant shall provide AutoCAD files for all plan sheets.
- D. Assist the City for the Community Information Workshop after the 90% submittal by preparing exhibits and attending workshop and be prepared to discuss concerns of the property owners along Artesia Boulevard, particularly with issues of right-of-way acquisition.
- E. Prepare construction specifications consistent with City format (SSPWC "Greenbook" APWA, current edition with updates.
- F. Submittal of specifications shall be delivered to the City at 90% complete and final. When project is complete, the Consultant shall provide a digital file of specification package in Microsoft Word format for Windows.
- G. Prepare an engineer's construction cost estimate based on the itemized quantity take-off from the contract documents.



- H. Submittal of the engineer's construction cost estimate shall be delivered to the City at 90% complete and final in a spreadsheet format. Submittal of the engineer's construction cost estimate shall be delivered to the City at 90% complete and final in a spreadsheet format.

**IV. Project Management and Preparation of Periodic Updated Schedule, Deliverables and Meetings**

Tasks to be performed include, but are not limited to, the following:

- A. Meet as needed with the City to accomplish Project tasks as outlined. Meetings expected between the Consultant and City, shall be and not be limited to: Project Kick-off Meeting, presentation of "Summary Letter Report", progress meetings and preparation for the Community Information Workshop at 90% design completion.
- B. Provide periodic schedule updates on deliverables and meetings as changes to original schedule occur or as needed based on the needs of the project.

**CONSTRUCTION:**

Grantee expects to provide construction oversight, procure a consultant for construction management, award a contract for construction and to perform the following tasks:

- A. Contract with a separate engineering firm to provide Construction Management for the Project. This will be accomplished through an RFP.
- B. Contract with a Contractor for construction.
- C. Conduct a project close out at the completion of the Project.

The Design Consultant shall meet as needed with the Grantee to accomplish Project tasks as outlined. Meetings expected between the Consultant and Grantee shall include, but not be limited to, Pre-Construction Meeting, progress meetings and preparation of responses to RFIs.

**MILESTONES:** The implementation schedule for this project will be as follows.

	START DATE	COMPLETION DATE
<b>PS&amp;E</b>	10/19	
Traffic Signal Plans	10/19	11/21
Civil Design Plans	10/19	12/21
Railroad Plans	10/21	12/21
Traffic Control Plans	11/21	11/21
Specifications	10/21	10/21
Engineers Estimates	11/21	11/21
Final Approval from City	12/21	12/21

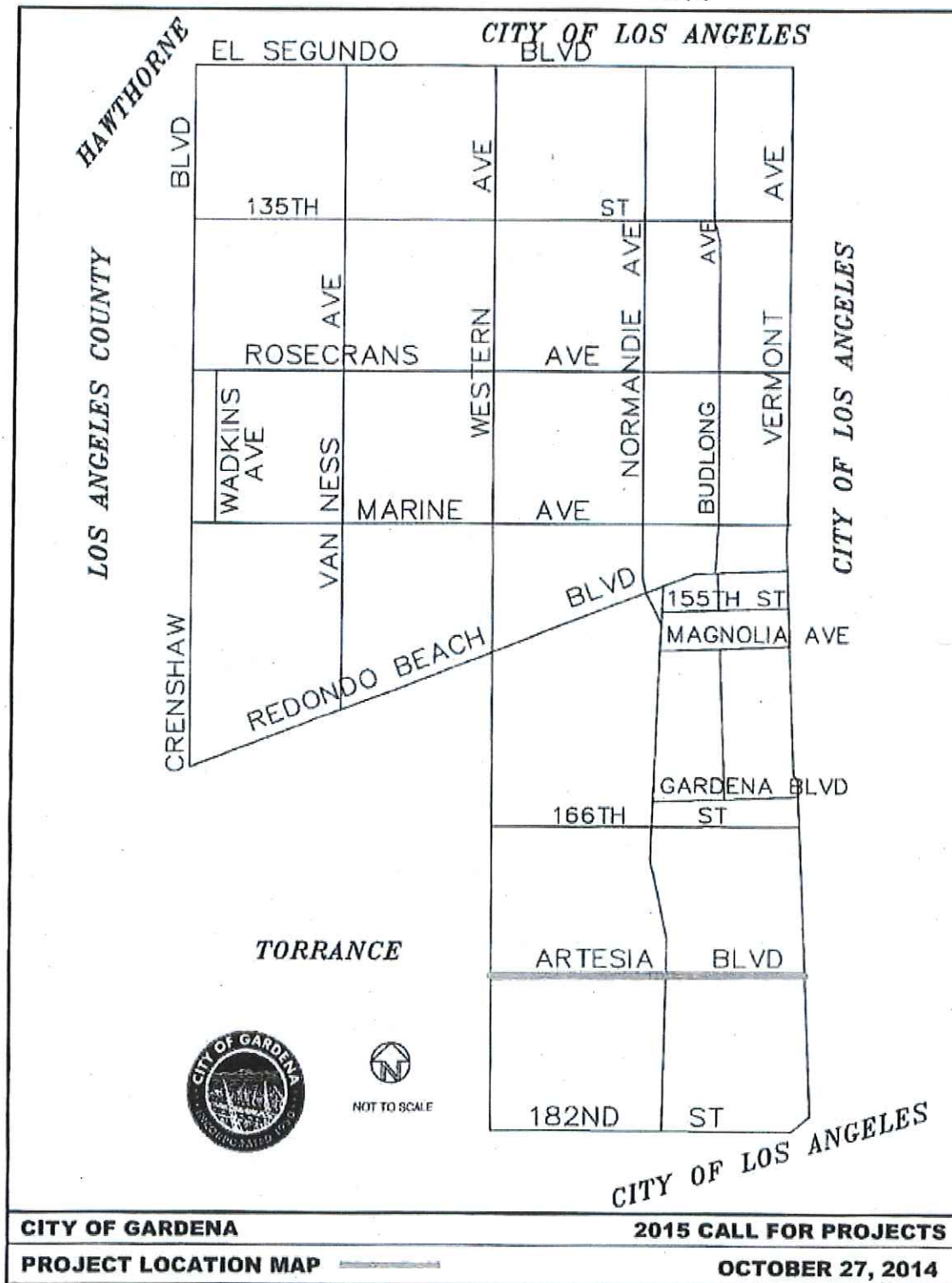
FTIP #: LA0G1416  
 Subregion ID: Interstate 405, I-110, I-105, and SR-91  
 Ramp and Interchange Improvements (South Bay)

Project#: MR312.09  
 Amendment No.1  
 FA# 9200000000MR31209

**CONSTRUCTION MILESTONES:** The implementation schedule for this project will be as follows.

	START DATE	COMPLETION DATE
<b>SOLICITATION (BID/PROPOSAL)</b>		
Develop Solicitation Package	12/21	12/21
Solicitation Response	1/22	1/22
Evaluations	1/22	1/22
Selection	2/22	2/22
Board Approval Process	2/22	2/22
Contract Award	2/22	3/22
Fully Executed Contract	3/22	3/22
<b>CONSTRUCTION</b>		
Pre-Job Meeting	3/22	3/22
Material/Equipment Procurement (Long Lead time)	3/22	12/22
Scheduling and Coordination	3/22	4/22
Foundation Work	10/22	10/22
Conduit and Wiring work	10/22	11/22
Concrete flat work and Median Adjustments	11/22	12/22
Traffic Signal Upgrade work	1/23	4/23
Micro Surfacing	4/23	5/23
Striping	5/23	5/23
Project close out	5/23	6/23

**ATTACHMENT C – Location Map(s)**





# Los Angeles Metropolitan Transportation Authority

## 2023 Federal Transportation Improvement Program (\$000)

TIP ID <b>LA0G1416</b>		Implementing Agency <b>Gardena, City of</b>	
Project Description: The project proposes to include traffic signal upgrades (no synchronization) for 5 intersection along Artesia Blvd. (Intersection with Shopping Center, Gateway, Normandie Ave., Dalton Ave. and Gardena Market Place). A total of 420 feet left turn pockets will be added to 2 intersection. Plus pavement upgrade and minor concrete work for ADA and sidewalk improvements.		SCAG RTP Project #: 2016A319 Study: N/A Is Model: NO Model #: PM: William Mendoza - (310) 217-9608 Email: wmendoza@cityofgardena.org LS: N LS GROUP#: Conformity Category: EXEMPT - 93.126	
System :Local Hwy	Route :	Postmile:	Distance:
Phase: Bid/Advertise Phase		Completion Date 06/30/2025	
Lane # Extd:	Lane # Prop:	Imprv Desc:	Air Basin: SCAB
			Envir Doc: CATEGORICALLY EXEMPT - 12/21/2018
Toll Rate:	Toll Colc Loc:	Toll Method:	Hov acs eg loc:
0.00			
Uza: Los Angeles-Long Beach-Santa Ana		Sub-Area:	Sub-Region: South Bay Cities COG
CTIPS ID:		EA #:	PPNO:
Program Code: NCR31 - ROAD REPLC & REHAB (NO LN ADD) Stop Loc:			
	PHASE	PRIOR	22/23
MR20H - Measure R 20% Highway	PE	\$100	\$0
	RW	\$0	\$0
	CON	\$0	\$2,263
	SUBTOTAL	\$100	\$2,263
Measure R	PE	\$160	
	RW	\$0	
	CON	\$0	
	SUBTOTAL	\$160	
	TOTAL	\$260	\$2,263
TOTAL PE: \$260		TOTAL RW: \$0	
TOTAL CON: \$2,263		TOTAL PROGRAMMED: \$2,523	
- General Comment: - Modeling Comment: - TCM Comment: - Amendment Comment: - CMP Comment: - Narrative:			
Last Revised Adoption 23-00 - Accepted		Change reason: Carry over from 21TIP	
Total Project Cost		\$2,523	





# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 15.D  
Section: DEPARTMENTAL  
ITEMS - PUBLIC WORKS  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: PUBLIC HEARING: RESOLUTION NO. 6582, Approving a Franchise Fee, an AB 939/SB 1383 Fee, and Residential and Commercial Solid Waste Disposal and Recycling Rates Effective July 1, 2022

#### **COUNCIL ACTION REQUIRED:**

**Staff Recommendation: Conduct Public Hearing; (Note: Each speaker's comments to be limited to three [3] Minutes); Adopt Resolution No. 6582**

#### **RECOMMENDATION AND STAFF SUMMARY:**

In early 2010, the City awarded the Agreement between the City of Gardena and Waste Resources of Gardena (WRG) for Integrated Solid Waste Management Services (Agreement) for citywide commercial and residential refuse and recycling collection services. This agreement became effective July 1, 2010.

Last year the City determined the need to amend and restate the Agreement to incorporate updates and new regulations such as Senate Bill 1383. The City retained HF&H Consultants, LLC to assist in the development and negotiation of an amended and restated agreement. The Amended and Restated Agreement between the City and WRG for Integrated Solid Waste Management Services (New Agreement), includes residential and commercial organics recycling collection services and other various changes. On March 22, 2022, the City Council approved the New Agreement which is from July 1, 2022 to June 30, 2032. The New Agreement may be extended 24 months by mutual agreement of the City and WRG.

Due to the new recycling requirements, cost of compliance, and recycling markets, the fees for multi-family and commercial services are proposed to increase 5.95% effective July 1, 2022. There are no changes to the fees for residential services. Tonight's public hearing is to consider the proposed rate schedules in accordance with Proposition 218.

As specified in the Agreement, the commercial and residential rates provided for in the Agreement will not become effective until approved in accordance with majority protest procedures per Proposition 218 which entailed mailing to affected customers a notice setting forth the proposed rates; providing at least 45-day notice of the date, time, and location of the majority protest hearing, and conducting the hearing. These notices were mailed to said customers on April 28, 2022. If at the conclusion of this hearing, written protests against the

proposed rates are presented by a majority of the customers, the fees may not be approved.

As of the writing of this report, nine protests had been received by the City. In comparison, there are 14,430 customers in the City.

Staff recommends that the City Council conduct the Public Hearing, consider the testimony of any interested parties, and adopt Resolution No. 6582.

**FINANCIAL IMPACT/COST:**

Proposed Budgeted General Fund Revenue of \$1.8 million in FY 2022-2023 and \$1.9 million in FY 2023-2024

- 10% of gross revenue from services provided to residential customers
- 12% of gross revenue from all other services provided by franchisee
- 1.5% AB 939/SB 1383 reimbursement based on gross receipts collected by franchisee to comply with State mandates
- 1% of gross revenue for public education for state regulations such as AB 341, AB 1826 and SB 138

**ATTACHMENTS:**

[Solid Waste Resolution No. 6582 with Exhibit 1.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio".

---

Clint Osorio, City Manager

**RESOLUTION NO. 6582**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, APPROVING A FRANCHISE FEE, AN AB 939/SB 1383 FEE AND RESIDENTIAL AND COMMERCIAL SOLID WASTE DISPOSAL AND RECYCLING RATES EFFECTIVE JULY 1, 2022**

THE CITY COUNCIL OF THE CITY OF GARDENA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, on March 22, 2022, the City Council approved the Amended and Restated Agreement between the City and Waste Resources of Gardena for Integrated Solid Waste Management Services. ("Agreement"); and;

WHEREAS, Article 6 of the Agreement sets maximum rates to be charged for residential and commercial disposal and recycling for the Fiscal Year commencing July 1, 2022 and provides for cost of living increases for four subsequent years; and

WHEREAS, Article 3 of the Agreement provides for no increase in the current franchise fee and AB 939/SB 1383 fee which fees are collected from the customers.

WHEREAS, on April 27, 2022, the City mailed to the record owners and customers of each identified parcel, notices of a public hearing to consider the new rates for commercial/multifamily and residential services to be held on June 14, 2022; and

WHEREAS, said notices described the proposed rates, the basis for these rates and other items as may be required by Article XIID of the California Constitution ("Proposition 218 "); and

WHEREAS, at the public hearing on June 14, 2022, the City Council duly considered the rates described on Exhibit 1 attached hereto and by this reference incorporated herein; and

WHEREAS, after conducting a properly noticed public hearing and considering all evidence and testimony and protests presented, the City Council now desires to approve the proposed increased maximum rates that may be charged for residential and commercial solid waste disposal and recycling as described on Exhibit 1 effective as of July 1, 2022, and to approve continuation of the current franchise fee and AB 939/SB1383 rates.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY FIND, DETERMINE, AND RESOLVE, AS FOLLOWS:**

SECTION 1. That the foregoing recitals are true, correct, and incorporated herein by reference.

SECTION 2. That the Residential and the Commercial Solid Waste Disposal and Recycling Rates shown on Exhibit 1, attached hereto, are hereby adopted and shall commence and be effective for services provided as of July 1, 2022.

SECTION 3. That the current franchise fee of ten percent (10%) of gross revenues for residential customers and twelve percent (12%) of gross revenues for commercial customers, and the current AB 939/SB 1383 Regulatory Fee of one and one-half percent (1.5%) for all customers is hereby reaffirmed.

SECTION 4. That the City Clerk has certified that she has taken a count of protests received, if any, and there is no majority protest to the proposed rates.

SECTION 5. All notices, mailings and the hearings have taken place in accordance with the law.

SECTION 6. That this resolution shall take effect immediately upon adoption. The proposed rates will take effect July 1, 2022.

BE IT FURTHER RESOLVED that the City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered among the original Resolutions of said City; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

Passed, approved, and adopted this \_\_\_\_\_ day of June, 2022.

\_\_\_\_\_  
TASHA CERDA, Mayor

ATTEST:

\_\_\_\_\_  
MINA SEMENZA, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
CARMEN VASQUEZ, City Attorney

# EXHIBIT 1

## INITIAL MAXIMUM RATES

Following are the rates for July 1, 2022 through June 30, 2023

**Rates Effective July 1, 2022**

### SERVICE RATES

#### RESIDENTIAL SERVICE <sup>1</sup>

#### COMMERCIAL SERVICE <sup>2</sup>

Single Family Units <sup>1</sup>	\$23.51	Per Unit	Per month			
Multi Family Units <sup>1</sup>						
2 Units	\$47.02	Per Unit	Per Month			
3 Units	\$70.53	Per Unit	Per Month			
4 Units	\$94.04	Per Unit	Per Month			
Extra Trash Cart <sup>1</sup>	\$7.85	Per Unit	Per Month			
Bulky Items <sup>1</sup>	\$15.70	Per item after 4 free pick-ups/year or excess of 3cy per pick-up				
Commercial Cart Rate <sup>2</sup>						
Size	1x Week					
1 - 64 gallon	\$78.42					
Commercial AB1826 Organics Collection Rates <sup>2</sup>						
# of Carts	1x Week	2x Week	3x Week			
1 64-gallon cart	\$70.52	\$141.16	\$211.71			
2 64-gallon carts	\$134.08	\$268.18	\$402.30			
3 64-gallon cart2	\$194.12	\$388.29	\$582.41			
2 cy bin	\$238.47					
64-gallon green waste cart	\$39.21					
Recycling/Organics Contamination Fee is 10% of monthly rate per occurrence						
Permanent Commercial Refuse Bins Rates (Recycling Containers are Provided at No Additional Charge) <sup>2</sup>						
Size	1x Week	2x Week	3x Week	4x Week	5x Week	6x Week
64-gallon	\$78.42					
1 cy	\$130.76	\$261.60	\$392.42	\$523.24	\$654.04	\$784.88
2 cy	\$165.18	\$330.39	\$495.82	\$660.82	\$825.91	\$991.26
3 cy	\$188.09	\$376.23	\$564.36	\$752.52	\$940.65	\$1,128.81
4 cy	\$224.11	\$448.24	\$672.37	\$896.50	\$1,120.63	\$1,344.77
6 cy	\$301.26	\$602.55	\$903.84	\$1,202.14	\$1,502.70	\$1,803.27
Extra Pickup	\$71.75					
Scout Service	\$61.46	\$122.92	\$184.38	\$245.85	\$307.31	\$368.77
Push Out Service Over 15 Ft (per foot per month)	\$3.67					
Locking Bin Service - Per Bin	\$40.98	\$40.98	\$40.98	\$40.98	\$40.98	\$40.98
Note: Compactors are billed at 2x the trash rate						
Permanent Drop Off/Roll Box Rates <sup>2</sup>						
Size	Open Top					
10 - 30 cy	\$348.71	Per Load	Plus Disposal & Demurrage			
35-40 cy	\$369.17	Per Load	Plus Disposal & Demurrage			
Permanent Drop Off/Roll Box Rates <sup>2</sup>						
Size	Compactor					
10 - 30 cy	\$369.17	Per Load	Plus Disposal & Demurrage			
35-40 cy	\$430.76	Per Load	Plus Disposal & Demurrage			
Permanent Drop Off/Roll Box Rates <sup>2</sup>						
Weekend Service Surcharge	\$96.76	Additional per Service				
Disposal, WRR	\$71.70	Per Ton				
Disposal, Other Destinations <sup>3</sup>	Pass-Through					

# INITIAL MAXIMUM RATES

Following are the rates for July 1, 2022 through June 30, 2023

Temporary Drop Off/Roll Off Rates <sup>2</sup> (Includes 4 tons disposal)				
Size				
10 cy	\$605.14	Per Load	Plus Delivery, Demurrage, & Excess Tonnage	
15-30 cy	\$717.99	Per Load	Plus Delivery, Demurrage, & Excess Tonnage	
35-40 cy	\$779.55	Per Load	Plus Delivery, Demurrage, & Excess Tonnage	
Delivery	\$140.09	Per Initial Delivery		
Excess Tonnage	\$85.29	Per Ton, over 4 tons		
Temporary Bins <sup>2</sup>				
Rent-A-Bin Service	\$263.33	Per Bin		
Rent-A-Bin Additional	\$205.50	Per Bin		
Miscellaneous Rates <sup>2</sup>				
Additional Residential Rates <sup>1</sup>				
Multi-Family Premises - Additional Bulky Item	\$ 15.70	Per item after 4 free pick-ups/year/unit or excess of 3cy per pick-up		
Cart Replacement Due to Misuse	\$ 84.00	Each		
Overage Charge	\$ 11.56	Per occurrence		
Contamination Fee	\$ 11.56	Per occurrence		
Sharps Kit	\$ 58.01	Per kit, after 1 free/quarter/account		
Valet Service	\$ 47.02	Per month, if no proof of need confirmed		
Additional Commercial Rates <sup>2</sup>				
Bulky Item Additional Pick-ups	\$ 105.76	Per pickup		
Bin Steam Clean/Graffiti Removal	\$ 159.23	Each		
Box Steam Clean/Graffiti Removal	\$ 572.52	Each		
Bin Replacement	\$ 529.01	Per bin		
Overage	\$ 57.97	Per occurrence, plus disposal fees (if any)		
Contamination Fee (10% of the monthly rate, per occurrence)		Per occurrence		
Bin Enclosure Cleaning	\$ 67.72	Per occurrence, 15 minutes		
Auto Tire Disposal	\$ 15.72	Per tire		
Truck Tire Disposal	\$ 23.62	Per tire		
Tires - Disposal	\$ 158.71	Per ton		
Standby Time (after 10 minutes) - Commercial Roll-Off	\$ 6.99	Per minute		
Standby Time (after 10 minutes) - Roll-Off	\$ 5.23	Per minute		
Standby Time (after 10 minutes) - Scout	\$ 3.46	Per minute		
Roll-Off Demurrage	\$ 17.57	Per day, after 7 days		
Roll-Off Dry Run	\$ 176.30	Per occurrence		
Roll-Off Relocation	\$ 176.30	Per request		
Street Permit <sup>(3)</sup>	\$ 129.00	Per 7 days		
Barricades	\$ 157.80	Per 7 days		
Certified Deconstruction	\$ 189.40	Per load, includes certificate		
Emergency Response - Commercial	\$ 157.35	Per occurrence		
Emergency Response - Roll-Off	\$ 472.84	Per occurrence		
NSF Check	\$ 55.19	Per occurrence		
Service Reinstatement	\$ 70.99	Per occurrence		
Commercial Illegal Dumping	\$ 60.00	1st item		
Commercial Illegal Dumping	\$ 20.00	Each additional item		
<b>(<sup>1</sup>) Includes Franchise and AB 939/SB 1383 Regulatory Reimbursement</b>				
<b>(<sup>2</sup>) Plus Franchise and AB 939/SB 1383 Regulatory Reimbursement</b>				
<b>(<sup>3</sup>) Pass-through charge, subject to change during the year</b>				



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 17.A  
Section: DEPARTMENTAL  
ITEMS - TRANSPORTATION  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Approve Change to Fare Policy to Raise Maximum Age of Free Fare to Under Six (6) Years of Age

#### **COUNCIL ACTION REQUIRED:**

**Staff Recommendation: Approve Change to Fare Policy**

#### **RECOMMENDATION AND STAFF SUMMARY:**

Currently GTrans allows two children under 5 years old to ride for free with each fare paying adult.

GTrans now participates in the regional GoPass program, which allows children in participating school districts to obtain a TAP card from their schools to travel for free on participating transit systems.

The State of California limits kindergarten enrollment to children who turn 5 on or before September 1. Consequently, some 5-year-olds do not qualify to enter kindergarten and cannot obtain a GoPass, and still cannot travel for free under GTrans' current fare policy of free for under five (5) years old.

In accordance with GTrans Major Service Change Policy, GTrans sought public input and held a public hearing on March 31, 2022, posted notices on social media and in both the Daily Breeze and the Gardena Valley News. Comments were accepted through April 7, 2022. GTrans received only positive comments in support of this change to the fare policy.

Therefore to eliminate this gap between children who are four years old who ride for free and those that are five years old who have not yet started school, and to support reducing transportation costs for families in our community, Staff recommends modifying the existing Child Fare policy to provide free fares to children under 6 years old starting July 1, 2022. The costs associated with this change are estimated to be \$1,500 per year.

#### **FINANCIAL IMPACT/COST:**

GTrans has included the estimated \$1,500 cost within its overall proposed FY23 budget scheduled to come before the City Council. There is no impact to the General Fund.

**ATTACHMENTS:**

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio", is centered within a light gray rectangular box.

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Clint Osorio, City Manager





# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 17.B  
Section: DEPARTMENTAL  
ITEMS - TRANSPORTATION  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Approve Service Changes - Line 7X Stadium Express

#### **COUNCIL ACTION REQUIRED:**

**Staff Recommendation: Approve Service Changes**

#### **RECOMMENDATION AND STAFF SUMMARY:**

In 2017, development began on the new Inglewood Sports and Entertainment District. The District includes the 70,000 seat SoFi Stadium (home field for the Los Angeles Rams and Chargers of the National Football League) and the YouTube Theatre. Given the new public events planned for the District, GTrans embarked upon piloting a new fixed route – the Line 7X Express to provide a direct transit connection between Gardena and the City of Inglewood's new Sports and Entertainment District. Line 7X provides service to the Entertainment District from the Harbor Gateway Transit Center, with one intermediate stop at the Hawthorne/Lennox C-Line Metro Rail Station. Currently, Line 7X operates on Sundays only between the hours of 10:45 a.m. and 7:12 p.m.

Service began on Line 7X on September 12th, 2021, as a pilot demonstration service. During the pilot, GTrans analyzed several areas to determine productivity of the route. Those areas included service efficiency, service effectiveness, and service quality. For the purpose of the pilot review, the review period included the time frame between September 12, 2021 and February 13, 2022 – which included Superbowl LVI.

GTrans now recommends Line 7X become a permanent part of GTrans fixed route services. In accordance with its Major Service Change Policy, GTrans analyzed the service, its impacts on the public and provided an opportunity for the public to review and comment on the proposal.

Therefore, based on the feedback from the public and the resulting analyses, Staff recommends:

- Line 7X be made a permanent route with a span of service between 8:30 a.m. – 8:30 p.m. operating with a 30-minute frequency, with additional tripper buses added to accommodate passenger overcrowding, at an estimated cost of \$293,598 for FY23
- Line 7X shall maintain the \$4 roundtrip fare structure for the route, and corresponding fares for students, seniors, and people with disabilities will apply

**FINANCIAL IMPACT/COST:**

The proposed cost of the service in FY23 is approximately \$293,598 and included in the overall proposed budget scheduled to come before the City Council. There is no impact to the General Fund.

**ATTACHMENTS:**

[Staff Report GTrans Line 7X Service 6\\_14\\_2022.pdf](#)

APPROVED:

A handwritten signature in blue ink, appearing to read "Clint Osorio".

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Clint Osorio, City Manager

# CITY COUNCIL MEETING AGENDA STAFF REPORT

**Agenda Item No. 17.B**

**Department:** Transportation

**Meeting Date:** June 14, 2022

## **AGENDA TITLE:**

Approve Service Changes - Line 7X Stadium Express

## **RECOMMENDATION:**

Approve proposal for GTrans' pilot Line 7X Stadium Express service to be established as a permanent route at a \$4 round trip fare, and corresponding reduced fares for students, seniors, and people with disabilities.

## **BACKGROUND:**

### **LINE 7X STADIUM EXPRESS**

In 2017, development began on the new Inglewood Sports and Entertainment District. The District includes the 70,000 seat SoFi Stadium (home field for the Los Angeles Rams and Chargers of the National Football League) and the YouTube Theatre (6,000-seat performing arts venue).

Given the new public events planned for the District, GTrans embarked upon implementing a new fixed route – the Line 7X Express. The purpose of Line 7X was to provide a direct transit connection between Gardena and the City of Inglewood's new Sports and Entertainment District. Line 7X provides service to the Entertainment District from the Harbor Gateway Transit Center, with one intermediate stop at the Hawthorne/Lennox C-Line Metro Rail Station. Currently, Line 7X operates on Sundays only between the hours of 10:45 a.m. and 7:12 p.m.

Service began on Line 7X on September 12<sup>th</sup>, 2022, as a pilot demonstration service. During the pilot, GTrans analyzed several areas to determine productivity of the route. Those areas include service efficiency, service effectiveness, and service quality. For the purpose of the pilot review, the review period includes the time frame between date of launch (September 12, 2022) through a 5-month period ending (February 13, 2022 – which included the NFL Superbowl). GTrans now recommends that this service become permanent. In accordance with its Major Service Change Policy, GTrans analyzed the service, its impacts on the public and provided an opportunity for the public to review and comment on the proposal.

### **Pilot Outcomes**

#### ***Service Efficiency***

During the pilot review period, Line 7X operated a total of 1,037.4 revenue hours, 29,426.7 revenue miles, and 1,596 bus trips. The operating cost of the line totaled \$112,806.88 during the review period, with operating revenues from passenger fares of \$29,588.04. This represented a farebox recovery ratio of 26%, reflecting the amount of operating costs covered by the fares paid by passengers.

Table 1 below illustrates several performance indicators of Line 7X service efficiency in comparison to other weekend lines operated by GTrans (Lines 1X, 2, and 3).

Table 1: Line 7X Service Efficiency Performance Indicators

	Avg. Sun. Boardings	Sun. Boardings Per Rev. Hr.	Sun. Peak Load	Sun. Costs per Boarding	Sun. Farebox Recovery Ratio
Line 1X	251	10.9	11	\$12.82	9%
Line 2	2,261	24.7	31	\$5.70	15%
Line 3	717	17.0	14	\$8.32	10%
Line 7X	987	22.0	60	\$4.90	26%

### *Service Effectiveness*

With the launch of service on September 12, 2021, Line 7X had a total of 850 passenger boardings, and the number of boardings gradually increased throughout the pilot review period. The highest ridership on Line 7X occurred on Sunday, January 2, 2022, when the L.A. Chargers had a scheduled game at SoFi Stadium. Overall, it was observed that those Sundays when the Chargers were scheduled to play at SoFi Stadium there were more boardings compared to the L.A. Rams NFL games. The total ridership during the pilot review period was 22,719 boardings. The average daily boardings equated to 987 boardings for each Sunday of operation, which compares favorably to other GTrans weekend bus routes.

### *Service Quality*

To obtain feedback from Line 7X customers, and to evaluate the potential for a future expansion of Line 7X service, customer outreach was conducted which included a detailed survey provided to customers. The surveys were conducted in person at the Harbor Gateway Transit Center on both January 2, 2022, and January 9, 2022. The survey conducted on January 2, 2022, included passengers traveling to the 1:05 p.m. game featuring the L.A. Chargers and the Denver Broncos. Line 7X carried a total of 2,084 boardings, and 208 surveys were collected representing a 20 percent response rate.

The survey conducted on January 9, 2022, included passengers traveling to the 1:25 p.m. game featuring the L.A. Rams and the San Francisco 49ers. On that day, Line 7X carried a total of 1,216 boardings, with 149 surveys collected representing a 25 percent response rate.

Questions in the survey included (but were not limited to):

- Zip Code of destination
- How satisfied are you with the time it took to board?
- How satisfied are you with the trip time?
- How many times have you taken the 7X Express?
- How many people are traveling with you, including yourself?

Overall, survey responses found that Line 7X was a success with passengers, with 88 percent of customers stating that they were satisfied with the service. Most of the surveyed passengers on Line 7X traveled from the City of Torrance and San Pedro to access service. Some of the farthest traveled zip codes were from Dallas, Texas, and Cheyenne, Wyoming.

GTrans also held a public hearing on Thursday, March 31, 2022, at 6:00 p.m., and accepted comments from the public until April 7, 2022. The purpose of the hearing was to receive feedback on the operation of Line 7X and the fare, and introduce the proposed permanent Line 7X span of service and frequency of service. Several attendees were present for the hearing, with only one question related to the schedule of the 7X. No written comments were received.

### *Fare*

The current fare for this service is \$4.00 for a round trip. Students, Seniors and people with disabilities are eligible for corresponding reduced fares. Please see fares below:

Cash/TAP Fares	Local	Zone Fare (Express)	Transfer Valid for 2 Hours	Line 7X Roundtrip Fare
Regular	\$1.00	\$1.00	\$0.40	\$4.00
Senior/62+/Disabled	\$0.35	\$0.35	\$0.40	\$1.40
Student K-12*	\$0.70	Free	\$0.40	\$1.40
Children Under 5	Free (limit 2 with paying passenger)			

\*GoPass Fareless Pass Program for K-12 Students are Free.

The \$4 base fare (and corresponding discounted fares) are consistent with the roundtrip fare for GTrans express services, such as Line 1X traveling between Redondo Beach and Downtown Los Angeles. Because Line 7X is designed as a park-n-ride service with limited stops, the \$4 roundtrip fare allows park-n-ride passengers to pay the full fare in one direction, providing faster boarding and reduced waiting time on their return trips.

### **Next Steps**

If these changes are approved by the Council, GTrans will begin its internal preparation for the change to the Line 7X schedule to take effect on July 24, 2022. This preparation will include the development of bus schedules, marketing materials, and dissemination of the new bus service information to GTrans staff, customers, and the general community.

### **Recommendation**

- Line 7X to be made a permanent route with a span of service between 8:30 a.m. – 8:30 p.m. operating with a 30-minute frequency, with additional tripper buses added to accommodate passenger overcrowding, at an estimated cost of \$293,598 for FY23.
- Maintain the \$4 roundtrip fare structure for the route. Corresponding fares for students, seniors, and people with disabilities will apply.

**IN CONCLUSION**, GTrans recommends that the City Council approve the proposal to establish Line 7X as a permanent route at a cost of approximately \$293,598, with a span of service between 8:30 a.m. – 8:30 p.m. operating with a 30-minute frequency, with additional tripper buses added to accommodate passenger overcrowding. And maintain the \$4 roundtrip fare structure for the route, with corresponding reduced fares for students, seniors, and people with disabilities.

**Submitted by:**

Ernie Crespo  
**Ernie Crespo, Director of Transportation**

**Date: June 8, 2022**



# **City of Gardena**

## **Gardena City Council Meeting**

### **AGENDA REPORT SUMMARY**

Agenda Item No. 17.C  
Section: DEPARTMENTAL  
ITEMS - TRANSPORTATION  
Meeting Date: June 14, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF THE GARDENA CITY COUNCIL

AGENDA TITLE: Approve Contract with Pulsar Advertising, Inc. in the amount of \$49,829

#### **COUNCIL ACTION REQUIRED:**

**Staff Recommendation: Approve Contract**

#### **RECOMMENDATION AND STAFF SUMMARY:**

In September 2021, GTrans launched Line 7X Stadium Express, a new Sunday pilot service to the Inglewood Sports and Entertainment District and SoFi Stadium. GTrans worked with Pulsar Advertising, Inc. to develop a unique concept and branding for this service, as well as a strategic marketing approach to ensure that it quickly became known as a convenient, cost-effective way to get to the stadium area on Sundays.

Thanks to Pulsar's thoughtful planning and development of creative materials, and delivery of a robust digital and social campaign, these efforts generated great awareness and drove efficient web traffic to the GTrans website: the 7X ad campaign directly generated 58% of total website sessions, with an average time on landing page that was 59% higher than our website average. Overall, this represented 64% of total website users. Most importantly, this campaign translated into a tangible increase in ridership. From mid-Sept. 2021 through Jan. 2022, the Line 7X Stadium Express saw an increase in boardings of nearly 150%.

Following on the success of Year 1, GTrans wishes to engage Pulsar again in Year 2 to build upon the gains made in the awareness of the service. A long-time partner with GTrans, Pulsar was instrumental in building the GTrans brand identity, including its new logo, bus livery and brand standards. In addition, Pulsar helped develop the concept design and launch campaign for GTrans' 75th Anniversary, the website, and new service initiatives that took place in 2015 and 2016. More recently, Pulsar helped create the design and logo for the two new City of Gardena Hometown Trolleys that joined the GTrans fleet in 2021. Over the years, the partnership with Pulsar has been invaluable and GTrans plans to again contract with them to develop a marketing approach for this important service.

For Year 2, Pulsar will leverage existing assets and build upon the existing design to cost-effectively target key audiences using owned media, digital and social media and mobile banner ads. Staff has reviewed the proposal and cost to ensure they are fair and reasonable.

Therefore, staff respectfully requests that the City Council approve a professional services agreement with Pulsar Advertising, Inc. for Year 2 marketing and advertising services for Line 7X Stadium Express in the amount of \$49,829.

**FINANCIAL IMPACT/COST:**

GTrans has eligible funding within the FY22 budget, and has also programmed funding within the proposed FY23 budget for Council consideration. There is no impact to the General Fund.

**ATTACHMENTS:**

[GTrans Line 7X Year 2 Proposal 5\\_27\\_22.pdf](#)

[Agreement with Pulsar Advertising\\_7X Year 2.pdf](#)

[Pulsar Year 1 Example 7X Stadium Express Campaign.pdf](#)

APPROVED:

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Clint Osorio, City Manager



## **GTrans Line 7X Service Year 2 Proposal**

Prepared by Pulsar

Rev May 27, 2022

GTrans Line 7X Stadium Express Sunday Service launched August 2021 coinciding with the opening of the new Sofi Stadium. In preparation for the upcoming NFL Football preseason and regular season this proposed recommendation will build upon the inaugural year's marketing approach and strategies.

Line 7X, entering its second year of service, is a key player to help alleviate congestion around the Sofi Stadium. The line offers patrons a smart, incredibly inexpensive way to get to the game. Service runs every Sunday and costs users only \$4 round trip.

Our marketing team's objective is to continue building 7X ridership with a lean Year 2 marketing plan. This effort leverages the established messaging and assets and seeks opportunities to bring brand and product awareness and usage to the next level.

### **Goals:**

- Reinforce GTrans as a foundational service to Sofi Stadium game goers
- Build upon momentum and awareness from the inaugural service year
- Leverage promotion of Sofi Stadium's newness and a Super Bowl host/win year

To accomplish these goals, we will:

- Strategically and efficiently adapt and/or repurpose any Launch campaign messaging and creative
- Coordinate with the GTrans Marketing Team to source and expand upon GTrans owned media and assets to further reach and awareness
- Ensure relevant and consistent campaign creative and materials are most impactful
- Continue a multimedia approach with concentration on social/digital media to target key audience groups at the right time with the right message

Our target audiences include LA Rams and LA Chargers ticket holders, residents in the vicinity of South College parking lots and existing GTrans riders in South Bay communities. These audiences represent a rich field of possible Game Day Service riders who can help to alleviate congestion and realize benefits of the service.



**Our approach:**

To continue targeting key audiences cost effectively, we recommend maintaining the multimedia approach. This allows for greater frequency among audiences most likely to use the service. In addition, this allows for greater messaging opportunities to feature benefits as well as how to use the service.

The multi-media approach provides a platform for extension of all possible partnership opportunities and optimizes the available budget. Specific tactics to explore are outlined in the Owned and Earned Media and Social/Digital campaign sections below.

Pulsar's proposed effort comprises 3 areas of support for GTrans 7X marketing efforts.

## **1) Marketing and Media Planning**

Marketing and Media planning will identify key geographies, audience targets building upon previous campaign learnings. Pulsar will identify and negotiate media placements that ensure the greatest return on investment.

Pulsar will work with the GTrans 7X marketing team to develop a marketing and media plan which identifies:

- Most impactful messaging and priorities to focus on to ensure audiences are aware and interested in riding
- Specific tactics to convey messages most cost effectively
- Metrics and goals for the overall effort

**Media Tactics:** *(Media budget separate from this proposal)*

- Owned Media/Targeted OOH
  - On-board video
  - On-board bus cards on GTrans buses
- Digital and Social Media
  - Additional executions from Game Changer campaign
- Additional Media/Experiential/Community Outreach to be explored
  - Design event(s) to garner photo ops/content to be promoted on social media to further reach and awareness
    - Develop game day tailgating event(s) sponsored or hosted by GTrans
    - Partner with ESPN to create Tailgating Experiences
    - Brainstorm event themes, ie: Enter to win prizes valued at \$96 (because when you ride 7x, you're only spending \$4. The other \$96 you'd spend on parking could go to far better use!)

GTrans in-house team will:

- Pursue partnership with Rams, Chargers to enhance visibility and cachet to GTrans riding experience
- Execute paid social media
- Create/execute on-site events

Deliverables:

- Marketing & Media Plan
- Creative Brief
- Campaign Recap Report

## **2) Campaign Development**

Pulsar will use the Inaugural year 7X “Game Changer” campaign as a base to extend the campaign concept into refreshed layouts and messaging.

Deliverables:

- Revised, refreshed creative based on client feedback
- Specific executions depend on the outcomes of the marketing planning process, but possible executions are outlined in the Owned and Earned Media and Social/Digital Campaign sections below

## **3) Campaign Execution**

Once a refresh on campaign messaging has been approved, Pulsar will use the updated approaches to develop the assets for campaign execution.

Specifics will be determined by the media and marketing plan. This effort includes final art production of all ad units and traffic to publications as needed.

Owned and Earned Media Asset Deliverables:

- Revised, refreshed creative based on client feedback
- Specific executions depend on the outcomes of the marketing planning process, but owned and earned media assets could include:
  - Bus wrap designs - partial designs that maximize visual interest and minimize installation costs
  - In-system media elements
  - Posters
  - Refresh of website landing page design

Social/Digital Campaign Development Deliverables:

- Additional Game Changer creative based on client feedback
- Specific executions depend on the outcomes of the marketing planning process, but social/digital campaign development could include:
  - Facebook and Instagram Social Media Ads -
    - Facebook static
    - Facebook video
    - Instagram static
    - Instagram video
  - Promoted post copy to accompany each of the above Facebook/Instagram elements
  - Digital display banner ads, various sizes per media plan
  - Streaming radio spot
  - :15 and/or :30 second video(s)

**Detailed budget follows**



**GTrans + Pulsar Advertising**  
**2022 GTrans 7X Year 2 Plan Proposal**

Classification	Hourly Rate	Marketing and Media Planning		Campaign Refresh		Campaign Execution		Totals	
		Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
<i>Account Service</i>									
Account Planning	141	4	\$563	8	\$1,126	12	\$1,688	24	\$3,377
Account Management	126	60	\$7,575	30	\$3,788	20	\$2,525	110	\$13,888
Account Executive	113	20	\$2,251	12	\$1,351	20	\$2,251	52	\$5,853
Account Coordination	55	20	\$1,093	8	\$437	8	\$437	36	\$1,967
<b>Account Service Subtotal</b>		<b>104</b>	<b>\$11,482</b>	<b>58</b>	<b>\$6,701</b>	<b>60</b>	<b>\$6,901</b>	<b>222</b>	<b>\$25,084</b>
<i>Creative</i>									
President	169	4	\$675	4	\$675	0	\$0	8	\$1,351
Creative Direction	141	0	\$0	8	\$1,126	0	\$0	8	\$1,126
Broadcast Production	141	0	\$0	0	\$0	0	\$0	0	\$0
Copywriting	124	0	\$0	20	\$2,476	20	\$2,476	40	\$4,952
Art Direction	124	0	\$0	40	\$4,952	40	\$4,952	80	\$9,905
Graphic Design	90	4	\$360	20	\$1,800	20	\$1,800	44	\$3,960
Production Management	113	4	\$450	12	\$1,351	8	\$900	24	\$2,701
<b>Creative Subtotal</b>		<b>12</b>	<b>\$1,486</b>	<b>104</b>	<b>\$12,380</b>	<b>88</b>	<b>\$10,129</b>	<b>204</b>	<b>\$23,995</b>
<i>Media</i>									
Media Director	141	0	\$0	0	\$0	0	\$0	0	\$0
Media Planning/Buying	113	0	\$0	0	\$0	0	\$0	0	\$0
<b>Media Subtotal</b>		<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>	<b>0</b>	<b>\$0</b>
<b>Total Labor</b>		<b>116</b>	<b>\$12,967</b>	<b>162</b>	<b>\$19,081</b>	<b>148</b>	<b>\$17,030</b>		<b>\$49,079</b>

Direct Costs: Stock photo/video assets, music

\$750

Proprietary and Confidential Rev 5/27/2022

**Total Budget: \$49,829**

AGREEMENT BETWEEN  
THE CITY OF GARDENA  
AND  
PULSAR ADVERTISING, INC.

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This contract, hereinafter referred to as Agreement, is entered into by and between THE CITY OF GARDENA ("City") and PULSAR ADVERTISING, INC. ("Consultant"). Based on the mutual promises and covenants contained herein, the Parties hereto agree as follows:

1. Recitals.

A. City is desirous of obtaining services to build upon the marketing approach and strategy for the inaugural year of GTrans Line 7X Stadium Express

B. Consultant is qualified by virtue of experience, training, education and expertise to provide these services.

C. City has determined that the public interest, convenience and necessity require the execution of this Agreement.

2. Services.

A. The services to be performed by Consultant shall consist of the scope of services outlined in the Consultant's proposal dated May 27, 2022, and any associated addendum, incorporated herein by reference, unless otherwise instructed by City.

B. The Services shall be performed in accordance with the Project Schedule. Consultant shall not be liable for any failure or delay in furnishing proposed services resulting from fire, explosion, flood, storm, Act of God, governmental acts, orders or regulations, hostilities, civil disturbances, strikes, labor difficulties, difficulty in obtaining parts, supplies, or shipping facilities, inability to obtain or delays in obtaining suitable material or facilities required for performance, temporary unavailability of qualified personnel, failure by City to provide appropriate access to equipment or personnel, or other causes beyond Consultant's reasonable control.

3. Additional Services. If City determines that additional services are required to be provided by Consultant in addition to the Services set forth above, City shall authorize Consultant to perform such additional services in writing ("Additional Services"). Such Additional Services shall be specifically described and approved by City in writing prior to the performance thereof. Consultant shall be compensated for such Additional Services in accordance with the amount agreed upon in writing by the Parties. No compensation shall be paid to Consultant for Additional Services which are not specifically approved by City in writing.

4. Agreement Administrator. For purposes of this Agreement, City designates Rachel Yoo as the Agreement Administrator who shall monitor Consultant's performance under this Agreement. All notices, invoices or other documents shall be addressed to the Agreement Administrator, as well as all substantive issues relating to this contract. City reserves the right to change this designation upon written notice to Consultant.

5. Consultant's Proposal. This Agreement shall include and incorporate therein Consultant's proposal in response incorporated herein by reference. In the event of any inconsistency between the terms of the proposal and this Agreement, this Agreement shall govern.

6. Timing of Performance. Time is of the essence with respect to Consultant's performance of the Services

required by this Agreement. Consultant shall diligently and timely pursue and complete the performance of the Services required of it by this Agreement. City, in its sole discretion, may extend the time for performance of any Service.

7. Compensation. Compensation for the Services shall be billed as set forth in Attachment A, attached hereto. The Compensation is inclusive of all costs that may be incurred by Consultant in performance of the Services, including but not limited to such items as travel, copies, delivery charges, phone charges, and facsimile charges.

8. Term of Agreement/Termination.

A. This Agreement shall be effective as of the date of execution by the City and shall remain in effect until all Services are completed or until terminated as provided for herein.

B. City may terminate this Agreement without cause by providing written notice to Consultant not less than three days prior to an effective termination date. City's only obligation in the event of termination will be payment of fees and allowed expenses incurred up to and including the effective date of termination.

C. Unless for cause, Consultant may not terminate this Agreement.

D. Upon receipt of a termination notice, Consultant shall: (1) promptly discontinue all Services, unless the notice directs otherwise; and (2) within ten (10) days, deliver to City all files, data, reports, estimates, summaries, and such other information and materials as may have been accumulated or prepared to date by Consultant in performing the Services under this Agreement, whether completed or in progress. Consultant shall provide these documents by both hard copy and in electronic format if available. In the event of termination for other than cause attributable to Consultant, Consultant shall be entitled to reasonable compensation for the services it performs up to the date of termination and shall be deemed released from liability for any work assigned but not completed as of the effective date of termination.

9. Invoices and Payments.

A. Payment shall be made upon receipt and approval of invoices for Services rendered. In order for payment to be made, Consultant's invoice must include an itemization as to the services rendered, date(s) of service, direct and/or subcontract costs, and be submitted on an official letterhead or invoice with Consultant's name, address, and telephone number referenced.

B. The Agreement Administrator shall review the invoices to determine whether services performed and documents submitted are consistent with this Agreement. Payment shall be made within forty-five (45) days following receipt of the invoice or the Agreement Administrator shall provide Consultant with a written statement objecting to the charges and stating the reasons therefore.

C. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

10. Records/Audit.

A. Consultant shall be responsible for ensuring accuracy and propriety of all billings and shall maintain all supporting documentation for a minimum of three (3) years from the completion date of the Services under this agreement the following records:

1. All accounts and records, including personnel, property and financial, adequate

to identify and account for all costs pertaining to this Agreement and assure proper accounting for all funds.

2. Records which establish that Consultant and any subconsultant who renders Services under this Agreement are in full compliance with the requirements of this Agreement and all federal, state and local laws and regulations.

3. Any additional records deemed necessary by City to assume verification of full compliance with this Agreement.

B. City shall have the right to audit Consultant's invoices and all supporting documentation for purposes of compliance with this Agreement for a period of three years following the completion of Services under this Agreement.

C. Upon reasonable notice from City or any other governmental agency, Consultant shall cooperate fully with any audit of its billings conducted by, or of, City and shall permit access to its books, records and accounts as may be necessary to conduct such audits.

11. Successors and Assignment. This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

12. Change in Name, Ownership or Control. Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or subconsultant. Change of ownership or control of Consultant's firm may require an amendment to the Agreement.

13. Key Personnel. City has relied upon the professional training and ability of Consultant to perform the services hereunder as a material inducement to enter into this Agreement. Consultant shall provide properly skilled professional and technical personnel to perform all services under this Agreement. In the event that City, in its sole discretion, at any time during the Agreement, desires the removal of any person or persons assigned by Consultant to perform Services pursuant to this Agreement, Consultant shall remove any such person immediately upon receiving notice from City.

14. Use of Materials.

A. City shall make available to Consultant such materials from its files as may be required by Consultant to perform Services under this Agreement. Such materials shall remain the property of City while in Consultant's possession. Upon termination of this Agreement and payment of outstanding invoices of Consultant, or completion of work under this Agreement, Consultant shall return to City any property of City in its possession and any calculations, notes, reports, electronic files, or other materials prepared by Consultant in the course of performance of this Agreement.

B. City may utilize any material prepared or work performed by Consultant pursuant to this Agreement, including computer software, in any manner, which City deems proper without additional compensation to Consultant. Consultant shall have no responsibility or liability for any revisions, changes, or corrections made by City, or any use or reuse pursuant to this paragraph unless Consultant accepts such responsibility in writing.

15. Confidentiality. Consultant acknowledges that some of the material and information that may come into its possession or knowledge in connection with this Agreement or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either state or federal statutes ("Confidential Information"). Confidential Information includes,

but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles, credit card information, driver's license numbers, medical data, law enforcement records, agency source code or object code, agency security data, or information identifiable to an individual that relates to any of these types of information. Consultant agrees to hold Confidential Information in strictest confidence and not to make use of Confidential Information for any purpose other than the performance of this Agreement, to release it only to authorized employees or Sub-consultants requiring such information for the purposes of carrying out this Agreement, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make the information known to any other party without City's express written consent or as provided by law. Consultant agrees to release such information or material only to employees or Sub-consultants who have signed a nondisclosure agreement, the terms of which have been previously approved by City. Consultant agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information.

"Personal information" including, but not limited to, "Protected Health Information" (PHI) under Health Insurance Portability And Accountability Act (HIPAA), individuals' names, addresses, phone numbers, birth dates, and social security numbers collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss.

HIPAA establishes national minimum standards for the use and disclosure of certain health information. The Consultant must comply with all HIPAA requirements and rules when determined applicable by the City. If City determines that (1) City is a "covered entity" under HIPAA, and that (2) Consultant will perform "business associate" services and activities covered under HIPAA, then at City's request, Consultant agrees to execute City's Agreement in compliance with HIPAA.

Consultant shall ensure its directors, officers, employees, Sub-consultants or agents use personal information solely for the purposes of accomplishing the services set forth herein. Consultant and its Sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the City or as otherwise required by law.

Any breach of this provision may result in termination of the Agreement and demand for return of all personal information. Moreover, Consultant will indemnify and hold the City harmless from and against all losses and damages resulting from any unauthorized or improper disclosure, dissemination or use of the information as a result, in whole or in part, of Consultant's action or inaction.

16. Nonuse of Intellectual Property of Third Parties. Consultant shall not use, disclose or copy any intellectual property of any third parties in connection with work carried out under this Agreement, except for intellectual property for which Consultant has a license. Consultant shall indemnify and hold City harmless against all claims raised against City based upon allegations that Consultant has wrongfully used intellectual property of others in performing work for City, or that City has wrongfully used intellectual property developed by Consultant pursuant to this Agreement.

17. Ownership of Work Product. All documents or other information created, developed, or received by Consultant shall, for purposes of copyright law, be deemed worked made for hire for City by Consultant and shall be the sole property of City. Consultant shall provide City with copies of these items upon demand, and in any event, upon termination of this Agreement.



18. Legal Requirements.

A. Consultant shall secure and maintain all licenses or permits required by law, including a City business license, and shall comply with all ordinances, laws, orders, rules, and regulations pertaining to the work.

B. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreements.

C. Consultant covenants that thee shall be no discrimination based upon race, color, creed, religion, sex, marital status, age, handicap, national origin or ancestry, or any other category forbidden by law in performance of this Agreement.

19. Conflict of Interest and Reporting.

A. Consultant shall at all times avoid conflicts of interest or the appearance of a conflict of interest in the performance of this Agreement. If required, Consultant shall comply with the City's Conflict of Interest reporting requirements. Consultant understands that pursuant to Gardena Municipal Code sections 2.24.020H and 2.24.025G, it is forbidden to make any contribution to a candidate or committee of a candidate for a municipal office of the City, or to an officeholder, until the completion of services to be performed under this Agreement.

B. Consultant and its representatives shall refrain from lobbying City of Gardena officials, employees and representatives for the duration of this Agreement.

20. Guarantee and Warranty. Consultant warrants to City that the material, analysis, data, programs and SERVICES to be delivered or rendered hereunder will be of the kind and quality designated and will be performed by qualified personnel. Without waiver of City's other rights or remedies, City may require Consultant to re- perform any of said services, which were not performed in accordance with these standards. Consultant shall perform the remedial services at its sole expense.

21. Insurance.

A. Commencement of Work. Consultant shall not commence work under this Agreement until it has obtained City approved insurance. Before beginning work hereunder, during the entire period of this Agreement, for any extensions hereto, and for periods after the end of this Agreement as may be indicated below, Consultant must have and maintain in place all of the insurance coverage required in this Section. Consultant's insurance shall comply with all items specified by this Agreement. Any subcontractors shall be subject to all of the requirements of this Section and Consultant shall be responsible to obtain evidence of insurance from each subcontractor and provide it to City before the subcontractor commences work. Alternatively, Consultant's insurance may cover all subcontractors.

B. Insurance Company Requirements. All insurance policies used to satisfy the requirements imposed hereunder shall be issued by insurers admitted to do business in the State of California. Insurers shall have a current Best's rating of not less than A-: VII, unless otherwise approved by City.

C. Coverage, Limits and Policy Requirements. Consultant shall maintain the types of coverage and limits indicated below:

1. Commercial General Liability Insurance - a policy for occurrence coverage for bodily injury, personal injury and property damage, including all coverage provided by and to the extent

afforded by Insurance Services Office Form CG 2010 ed. 10/93 or 11/85, with no special limitations affecting City. The limit for all coverage under this policy shall be no less than one million dollars (\$1,000,000.00) per occurrence.

2. General Auto Liability Insurance - a policy including all coverage provided by and to the extent afforded by Insurance Services Office form CA 0001, ed. 12/93, including hired and non-owned autos with no special limitations affecting City. The limit for bodily injury and property damage liability shall be no less than one million dollars (\$1,000,000.00) per accident.

3. Worker's Compensation and Employer's Liability Insurance - a policy which meets all statutory benefit requirements of the Labor Code, or other applicable law, of the State of California. The minimum coverage limits for said insurance shall be no less than one million dollars per claim. The policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled without thirty (30) days prior written notice, return receipt requested, is mailed to City.

4. Professional Errors & Omissions - a policy with minimum limits of one million dollars (\$1,000,000.00) per claim and aggregate. This policy shall be issued by an insurance company which is admitted to do business in the State of California and shall contain a clause that the policy may not be canceled until thirty (30) days written notice, unless cancelled for non-payment, then ten (10) calendar days notice shall be given, is mailed to City.

5. Policy Requirements. The policies set forth above shall comply with the following, as evidenced by the policies or endorsements to the policies:

a. The City, its appointed and elected officers, employees, agents and volunteers shall be added as additional insured to the policy.

b. The insurer shall agree to provide City with thirty (30) days prior written notice, of any cancellation, non-renewal or material change in coverage, unless cancelled for non-payment, then ten (10) calendar days notice shall be given.

c. For any claims with respect to the Services covered by this Agreement, Consultant's insurance coverage shall be primary insurance as respects the City, its elected and appointed officers, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its elected and appointed officers, employees, agents and volunteers shall be excess of Consultant's insurance and shall not contribute with it.

D. Additional Requirements. The procuring of such required policies of insurance shall not be construed to limit Consultant's liability hereunder or to fulfill the indemnification provisions and requirements of this Agreement. There shall be no recourse against City for payment of premiums or other amounts with respect thereto. City shall notify Consultant in writing of changes in the insurance requirements. If Consultant does not deposit copies of acceptable insurance policies or endorsements with City incorporating such changes within sixty (60) days of receipt of such notice, Consultant shall be deemed in default hereunder.

E. Deductibles. Any deductible or self-insured retention over \$25,000 per occurrence must be declared to and approved by City. Any deductible exceeding an amount acceptable to City shall be subject to the following changes: either the insurer shall eliminate or reduce such deductibles or self-insured retentions with respect to City, its officers, employees, agents and volunteers (with additional premium, if any, to be paid by Consultant); or Consultant shall provide satisfactory financial guarantee for payment of losses and related investigations, claim administration and defense expenses.

F. Verification of Compliance. Consultant shall furnish City with original policies or certificates and endorsements effecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All endorsements are to be received and approved by City before work commences. Not less than fifteen (15) days prior to the expiration date of any policy of insurance required by this Agreement, Consultant shall deliver to City a binder or certificate of insurance with respect to each renewal policy, bearing a notation evidencing payment of the premium therefore, or accompanied by other proof of payment satisfactory to City. Consultant shall provide full copies of any requested policies to City within three (3) days of any such request by City.

G. Termination for Lack of Required Coverage. If Consultant, for any reason, fails to have in place, at all times during the term of this Agreement, including any extension hereto, all required insurance and coverage, City may immediately obtain such coverage at Consultant's expense and/or terminate this Agreement.

22. Indemnity.

A. Consultant assumes all risk of injury to its employees, agents, and contractors, including loss or damage to property.

B. Consultant shall defend, indemnify, and hold harmless the City, including its officials, officers, employees, and agents from and against all claims, suits, or causes of action for injury to any person or damage to any property arising out of any intentional or negligent acts or errors or omissions to act by Consultant or its agents, officers, employees, subcontractors, or independent contractor, in the performance of its obligations pursuant to this Agreement. This indemnity shall apply to all claims and liability regardless of whether any insurance policies are applicable. The policy limits do not act as a limitation upon the amount of indemnification to be provided by Consultant. This indemnity shall not apply if the claim arises out of the sole negligence or willful misconduct of City, its officers, agents, employees or volunteers.

C. No official, employee, agent or volunteer of City shall be personally liable for any default or liability under this Agreement.

23. Independent Contractor. Consultant agrees to furnish consulting services in the capacity of an independent contractor and neither Consultant nor any of its employees shall be considered to be an employee or agent of City.

24. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

25. Notices. Any notice or communication given under this Agreement shall be effective when deposited, postage prepaid, with the United States Postal Service and addressed to the contracting parties. Name, address, telephone and facsimile numbers of the parties are as follows:

City of Gardena – GTrans  
Attn: Rachel Yoo  
13999 S. Western Avenue  
Gardena, California, 90249  
Email: [ryoo@gardenabus.com](mailto:ryoo@gardenabus.com)

Pulsar Advertising, Inc.  
Attn: Jim Wright  
12100 Wilshire Blvd. Ste. 1980  
Los Angeles, CA 90025  
Email: [jwright@pulsaradvertising.com](mailto:jwright@pulsaradvertising.com)

Either party may change the information to which notice or communication is to be sent by providing advance written notice to the other party.

26. Severability. If any provision of this Agreement shall be held illegal, invalid, or unenforceable, in whole or in part, such provision shall be modified to the minimum extent necessary to make it legal, valid, and enforceable, and the legality, validity, and enforceability of the remaining provisions shall not be affected thereby.

27. Jurisdiction and Venue. This Agreement shall be deemed a contract under the laws of the State of California and for all purposes shall be interpreted in accordance with such laws. Both parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that the venue of any action brought hereunder shall be Los Angeles County, California.

28. Waiver. No delay or failure by either Party to exercise or enforce at any time any right or provision of this Agreement shall be considered a waiver thereof or of such Party's right thereafter to exercise or enforce each and every right and provision of this Agreement. To be valid a waiver shall be in writing but need not be supported by consideration. No single waiver shall constitute a continuing or subsequent waiver.

29. Entire Agreement.

A. This writing contains the entire agreement of the Parties relating to the subject matter hereof; and the Parties have made no agreements, representations, or warranties either written or oral relating to the subject matter hereof which are not set forth herein. Except as provided herein, this Agreement may not be modified or altered without formal amendment thereto.

B. Notwithstanding the foregoing, and to realize the purpose of this Agreement, the Agreement Administrator may issue a written modification to the Scope of Work, if this modification will not require a change to any other term of this Agreement.

30. Joint Drafting. Each party acknowledges that it has had an adequate opportunity to review each and every provision in this Agreement and to submit the same to counsel and other consultants for review and comment and that the parties jointly drafted this Agreement. No provision of this Agreement or any Assignment shall be construed more strictly against one party than the other party by reason that one or the other party proposed, drafted or modified such provision or any other existing or proposed provision.

31. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section

6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

32. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

33. Authority to Execute. The persons executing this Agreement on behalf of the parties warrant that they are duly authorized to execute this Agreement.

34. Attorney's Fees. In the event that legal action is necessary to enforce the provisions of this Agreement, or to declare the rights of the parties hereunder, the parties agree that the prevailing party in the legal action shall be entitled to recover attorney's fees and court costs from the opposing party.

IN WITNESS WHEREOF, the parties have hereunto affixed their names as of the day and year written below.

CITY OF GARDENA

By \_\_\_\_\_  
Tasha Cerda  
Mayor

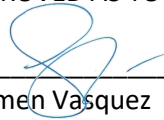
Date \_\_\_\_\_

ACCEPTED: PULSAR ADVERTISING, INC.

By Lisa Wharton

Date 6/2/22

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Carmen Vasquez  
City Attorney



Line 7X Stadium Express  
Game Changer Campaign  
September 2021 - January 2022

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The advertisement features a green GTrans bus, number 2002, parked on a grassy field in front of a large stadium filled with spectators. The sky is dramatic with clouds and a low sun. The text 'GAME CHANGER' is prominently displayed in large, white, blocky letters across the top. Below the bus, promotional text and a QR code are included.

# GAME CHANGER

For the easiest way to SoFi Stadium, ride GTrans' new Line 7X – Stadium Express.  
Just \$4 round trip from Harbor Gateway Transit Center every Sunday!

[ridegtrans.com](http://ridegtrans.com) or scan 



An English-language bus placard for the 'Game Changer' campaign. It features a green GTrans bus with '702' on its front and 'TRANS' on its side, parked on a grassy field in front of a large stadium filled with spectators. The text 'GAME CHANGER' is prominently displayed in large, bold, white letters. Below it, the text reads: 'For the easiest way to SoFi Stadium, ride our new Line 7X — Stadium Express. Just \$4 round trip from Harbor Gateway Transit Center every Sunday!'. At the bottom right, there is a QR code and the text 'ridegtrans.com or scan'.A Spanish-language bus placard for the 'Game Changer' campaign. It features the same green GTrans bus and stadium background as the English version. The text 'GRAN JUGADA' is prominently displayed in large, bold, white letters. Below it, the text reads: 'La manera más fácil para ir al SoFi Stadium es nuestra nueva Línea 7X — Stadium Express. Sólo \$4 viaje redondo, desde el Harbor Gateway Transit Center todos los domingos!'. At the bottom right, there is a QR code and the text 'ridegtrans.com o escanea'.











